

**NORTHERN TIER REGIONAL PLANNING
AND DEVELOPMENT COMMISSION**

**FINANCIAL STATEMENTS AND
SUPPLEMENTARY INFORMATION**

JUNE 30, 2019

Northern Tier Regional Planning and Development Commission
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Independent Auditors' Report

Board of Directors
Northern Tier Regional Planning and Development Commission
Towanda, Pennsylvania

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, and each major fund of Northern Tier Regional Planning and Development Commission (the "Commission") as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements as listed in the table of contents.

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 opinions 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 and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. 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 opinions.

Independent Auditors' Report
(Cont'd)

Board of Directors
Northern Tier Regional Planning and Development Commission

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, and each major fund of Northern Tier Regional Planning and Development Commission as of June 30, 2019, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4a through 4j be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Commission's basic financial statements. The combining schedule of revenues and expenses-governmental funds on pages 26 - 27 and the accompanying Schedule of Expenditures of Federal Awards on pages 28 - 31, as required by the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Guidance Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining schedule of revenues and expenses – governmental funds and the Schedule of Expenditures of Federal Awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic 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 of America. In our opinion, the combining schedule of revenues and expenditures – governmental funds and Schedule of Expenditures of Federal Awards are fairly stated, in all material respects, in relation to the financial statements taken as a whole.

Independent Auditors' Report
(Cont'd)

Board of Directors
Northern Tier Regional Planning and Development Commission

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 13, 2020, on our consideration of the Commission's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Commission'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 Commission's internal control over financial reporting and compliance.

J. H. Williams & Co., LLP

March 13, 2020

Northern Tier Regional Planning and Development Commission
Management's Discussion and Analysis
June 30, 2019
(Unaudited)

This Management's Discussion and Analysis (MD&A) is intended to provide a narrative overview and analysis of the financial activities of the Northern Tier Regional Planning and Development Commission (the "Commission") for the year ended June 30, 2019 as compared to June 30, 2018. The Commission's financial performance is discussed and analyzed within the context of the financial statements and the disclosures that follow. This discussion focuses on the Commission's financial performance as a whole; readers should also review the basic financial statements and the notes thereto to enhance their understanding of the Commission's financial performance.

Financial Highlights

The overall net assets were \$5,308,556 as of June 30, 2019, an increase of \$140,845 from June 30, 2018.

Governmental Activities

The governmental activities net assets increased by \$43,545 which includes the activities of Workforce Development and Community and Economic Development.

Workforce Development

Workforce Innovation and Opportunity Act (WIOA) formula funding increased by approximately 13.7% from the prior program year. The Employment, Advancement and Retention Network (EARN) funding through the Department of Human Services (DHS) remained status quo from the previous year. A majority of WIOA and DHS funding continues to be subcontracted to Bradford County Action and Trehab, Inc. to provide workforce related services to residents of the Northern Tier region.

In addition, the Workforce Development division secured or continued operations in several competitive grants during fiscal year 2019.

- The Business Education Partnership (BEP) program completed its fourth year of providing career exploration and education services to schools in the Northern Tier. In total, 15 schools participated and NTRPDC Career Coaches served over 6,800 students during the school year with 220 businesses participating in career fairs, field trips, panels and/or in-school presentations.

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June 30, 2019
(Unaudited)

- Fit4Work, a Strategic Innovations Grant secured by NTRPDC, is designed to assist individuals with multiple barriers gain employment and become successful in the workforce and their community through classroom training and work-based experiences. During the 2018-2019 program year, 125 individuals participated in pre-release services and 46 individuals graduated from the program. Bradford County Action and Trehab, Inc. provide direct services for the program.
- The State/Local Internship Program (SLIP), proved to be successful as 23 businesses hosted interns over the summer of 2018. Interns ranged from the ages of 16 through 24 and were matched with participating businesses based on career interests.
- In August 2018, NTRPDC became a Registered Apprenticeship Sponsor approved by the Pennsylvania Department of Labor and Industry's Apprenticeship and Training Council. NTRPDC currently sponsors a Registered Apprenticeship Machinist program and is working toward implementing a healthcare apprenticeship. Funding for this program was provided by the PA Smart Initiative.

Community & Economic Development

Community & Economic Development funding remained nearly status-quo during fiscal year 2019 for the core programs.

For the third year in a row, the value of export sales for program clients far exceeded the anticipated goal, and nearly matched last year's all-time high, exceeding the \$36 million mark. The goal for number of new clients was not met, but the total number of companies served at 56 was double the goal set. With a strong core group of companies realizing international sales, the export program remains strong in its continued impact.

The Procurement Program hit the \$16.4 million mark in total client procurement sales, exceeding the \$12 million goal. Thirty businesses were able to attain government sales due to program assistance. The number of new clients and total businesses served continued to increase with 17 new companies and 232 businesses served through the program.

The creation and retention of 536 jobs (112 created and 424 retained) by NTRPDC assisted clients certainly had a positive impact on the economy of our rural region. Though not above last year's total, these job numbers are well above the goals set for the program year.

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The Technology Development program was reinstated on a part-time basis, with staff being shared with the Regional Planning/GIS position. The program continued to provide valuable assistance to our rural municipalities, with 51 communities served this year, well above the goal of 15, and there were 2 small businesses served this year as well. Our communities continue to rely heavily on this assistance that would otherwise be unavailable in a timely and cost-effective manner.

The overall Business/Community Development and Transportation/Local Government Improvement components also played a significant role in the success of the program for the year. The number of participants (105) trained through the LTAP program was significant but fell a bit short of the goal of 125. While the number of communities served at 35 was below the goal of 50, the number of businesses served exceeded the goal set for the year. While the client base for our grant writing assistance is, for the most part, the public rather than the private sector, having adequate infrastructure in place to support future development is crucial. The submission of 14 proposals for a variety of community infrastructure projects, and \$4,696,500 secured for local projects is indeed substantial.

NTRPDC continues their proactive approach to identifying and addressing the needs of the Northern Tier region. Six training sessions on the impact of the invasive Spotted Lanternfly (SLF) were provided to the public and private sectors with a total of 130 people trained. NTRPDC also worked in conjunction with GIS coordinators from five counties to analyze data on Emergency Medical Services (EMS) response times. The goal of the project was to provide a visual aid when discussing the volunteerism crisis in rural regions and possible solutions to these problems.

Business-Type Activities

The business-type activities increased by approximately \$97,300 as a result of loan fund activities.

Loan Activity

The Business Finance Assistance Program served 94 businesses this program year, surpassing the set goal of 80. The number of loans closed was 50% over the goal set for the year with 24 loans closed. The impact in terms of dollars loaned was under the anticipated goal with just under \$1.3 million lent in spite of the number of loans exceeding the set goal, with more projects that were smaller in nature. Total dollars leveraged, both private and other public funds, were also down from last year, again a reflection of the smaller sized loan projects this year. With 224 jobs created and retained, the program continues to have a positive impact on the economy of our region.

The loan portfolio continues to be diversified, however large agriculturally related projects such as hog and poultry facilities, are a growing focus of development for the Northern Tier region.

Northern Tier Regional Planning and Development Commission
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June 30, 2019
(Unaudited)

As in previous years, our overall business and community development assistance programs continue to have a substantial impact on our rural region. The return on investment in terms of both dollars and jobs continues to be significant. The Commission continues to look for ways to adjust our programs and make improvements to the ways in which we provide services, with the ultimate goal of positively impacting our region.

Overview of the Financial Statements

The Commission's basic financial statements are comprised of governmental activities and business-type activities. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the Commission's finances, in a manner similar to a private-sector business. These statements are prepared using the accrual basis of accounting. The focus of these statements is long-term.

The statement of net assets presents information on all of the Commission's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Commission is improving or deteriorating.

The statement of activities presents information showing how the Commission's net assets changed during the most recent fiscal year. All changes in the net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g. earned but unused compensated absences).

The government-wide financial statements can be found on pages 5-6 of this report.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Commission uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The focus of fund financial statements is short-term. Fund financial statements are prepared using the modified accrual basis of accounting.

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(Unaudited)

The Commission maintains two governmental funds. Information on each is presented in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the Commission's near-term financing requirements.

Since the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the Commission's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The basic governmental fund financial statements can be found on pages 7-10 of this report.

Enterprise Funds

The Commission maintains six enterprise funds. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The Commission uses enterprise funds to account for its four revolving loan programs and the Northern Tier Foundation, a blended component unit.

Enterprise funds provide the same type of information as the government-wide financial statements, only in more detail.

The basic enterprise fund financial statements can be found on pages 11-13 of this report.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 14-25 of this report.

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June 30, 2019
(Unaudited)

Condensed Statement of Net Assets

	<u>2019</u>	<u>2018</u>	<u>Change from 2018 to 2019</u>
Assets			
Current and other assets	\$ 3,600,421	\$ 3,503,087	\$ 97,334
Capital assets	242,355	264,507	(22,152)
Loans receivable and other assets	<u>3,196,894</u>	<u>3,132,565</u>	<u>64,329</u>
Total	<u>\$ 7,039,670</u>	<u>\$ 6,900,159</u>	<u>\$ 139,511</u>
Liabilities and Net Assets			
Current liabilities	\$ 1,441,290	\$ 1,365,872	\$ 75,418
Debt and other long-term liabilities	<u>289,824</u>	<u>366,576</u>	<u>(76,752)</u>
Total liabilities	<u>1,731,114</u>	<u>1,732,448</u>	<u>(1,334)</u>
Net assets			
Invested in capital assets, net of related debt	142,113	142,776	(663)
Restricted for loan programs	4,117,619	4,032,334	85,285
Restricted	<u>1,048,824</u>	<u>992,601</u>	<u>56,223</u>
Total net assets	<u>5,308,556</u>	<u>5,167,711</u>	<u>140,845</u>
Total	<u>\$ 7,039,670</u>	<u>\$ 6,900,159</u>	<u>\$ 139,511</u>

Northern Tier Regional Planning and Development Commission
Management's Discussion and Analysis
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(Unaudited)

Condensed Statement of Activities

	<u>2019</u>	<u>2018</u>	<u>Change from 2018 To 2019</u>	<u>Percentage Change</u>
Revenues:				
Program revenues:				
Charges for services	\$ 258,476	\$ 263,492	\$ (5,016)	(1.91)%
Operating grants and contributions	4,732,205	4,479,548	252,657	5.64%
General revenues, Investment earnings	<u>1,291</u>	<u>866</u>	<u>425</u>	<u>49.08%</u>
Total revenues	<u>4,991,972</u>	<u>4,743,906</u>	<u>248,066</u>	<u>5.23%</u>
Program Expenses:				
Governmental activities	4,700,699	4,491,279	209,420	4.66%
Business-type activities	<u>150,428</u>	<u>207,745</u>	<u>(57,317)</u>	<u>(27.59%)</u>
Total expenses	<u>4,851,127</u>	<u>4,699,024</u>	<u>152,103</u>	<u>3.24%</u>
Decrease/increase in net assets	140,845	44,882	95,963	213.81%
Net assets - Beginning	<u>5,167,711</u>	<u>5,122,829</u>	<u>44,882</u>	<u>0.88%</u>
Net assets - Ending	\$ <u><u>5,308,556</u></u>	\$ <u><u>5,167,711</u></u>	\$ <u><u>140,845</u></u>	\$ <u><u>2.73%</u></u>

Northern Tier Regional Planning and Development Commission
Management's Discussion and Analysis
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(Unaudited)

Financial Analysis of the Fund Statements

Governmental Funds

The following represents a summary of fund revenue and expenses.

	<u>2019</u>	<u>2018</u>
Revenues:		
Federal and state grants and contracts	\$ 4,338,241	\$ 4,123,878
Other income	311,749	289,432
Counties' appropriations	60,000	60,000
In-kind services	<u>34,254</u>	<u>43,042</u>
Total	<u>\$ 4,744,244</u>	<u>\$ 4,516,352</u>
	<u>2019</u>	<u>2018</u>
Expenses:		
Contracted services	\$ 3,005,802	\$ 2,754,370
Salaries and wages	814,915	789,532
Indirect costs	316,856	346,267
Fringe benefits	279,907	250,527
Other	263,122	265,627
In-kind services	34,254	43,042
Advertising	<u>2,211</u>	<u>6,970</u>
Total	<u>\$ 4,717,067</u>	<u>\$ 4,456,335</u>

Revenues

The majority of revenues recognized by the Commission are derived from cost-reimbursement contracts with federal and state government and agencies. For this reason, it is important to note the positive correlation between revenues and expenses. For fiscal year 2019, total revenues increased by 5.0% and total expenses increased by 5.9%.

Operating grant revenue from federal and state grants and contracts increased by \$214,363 which was primarily due to the increase in WIOA funding through the Pennsylvania Department of Labor & Industry and the addition of the Engage contract funded through the Pennsylvania Department of Community and Economic Development.

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(Unaudited)

Other income increased by \$22,317 which included an increase in Pennsylvania Careerlink® rental income and funding provided through the Bradford County Department of Domestic Relations to work in conjunction with the Fit4Work program in Bradford County. The increase was slightly offset by a decrease in loan fee revenue from the prior year. A total of 24 loans closed in during fiscal year 2019, which exceeded the total number of loans closed in the prior year. However, many of the projects were smaller in nature and due to the flooding events in August 2018, seven of the total 24 loans were deemed disaster recovery microloans. The disaster recovery loans were dispersed to impacted area businesses at a 0% interest rate, along with a \$0 loan closing fee in an effort to assist them with repairing facilities to resume their normal operations.

Contributions from member counties remained consistent from the prior year. In-kind revenue decreased by \$8,788 in fiscal year 2019, due to the BEP program.

It was stated earlier in the MD&A that the Commission experienced a fairly significant increase in WIOA formula funding (Adult, Dislocated Worker and Youth) and that the Commission secured or continued several competitive grants through the Department of Labor & Industry. It is important to note that these funds are often awarded for a two-year period. Consequently, the revenues are recognized as expenses are incurred against them.

Expenses

Expenditures increased by approximately 5.9%, which is primarily due to an increase in contracted services, salaries and wages, and fringe benefits. There is a positive correlation between the increase in revenue for federal and state grants and contracts and the increase in expenses for contracted services. A majority of funding provided through the Pennsylvania Department of Labor & Industry is subcontracted to Trehab and Bradford County Action, Inc. to provide workforce related services in the Northern Tier region.

Salaries and fringe benefits increased due to the reinstatement of one full-time staff position in the transportation and planning department. Also, NTRPDC has implemented an aggressive approach to increase direct charging to programs. Expenses that reflect some form of direct correlation to a program will continue to be examined thoroughly and applied equitably to the respective program(s). Due to this increased effort, the increase in salaries and fringe is mainly offset by the decrease in indirect costs.

In-kind services decreased in direct correlation to in-kind revenue, which is attributed to the Business Education Partnership (BEP) program.

Northern Tier Regional Planning and Development Commission
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(Unaudited)

Economic Condition and Outlook

The economy has diversified over the years becoming less concentrated on agriculture and manufacturing and much more dependent on the services sector. Business and economics are tied to the surrounding economic centers of New York's southern tier, the Scranton/Wilkes-Barre area and Williamsport. A few large employers continue to significantly influence the overall employment and economic environment of the region. Historically, unemployment rates have been above the national and state averages; but recently, unemployment rates have been fairly close to the state and national average.

A priority for the Commission is to focus on expanding regional opportunities to grow the economic base by maintaining a strong and viable agricultural sector, building upon the natural resource industries and growing value added production, leveraging the industrial heritage and capabilities of the region to retain and attract manufacturing, recognizing the demographic opportunities and needs of the region to support an expanding health care sector, and further promoting and taking advantage of the travel and tourism opportunities in the region.

Also continuing to seek opportunities for efficiencies and streamlining of government activities to improve regional economic opportunities and the quality of life for its citizens remains a priority.

Requests for Information

Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Executive Director, 312 Main Street, Towanda, Pennsylvania 18848.

Northern Tier Regional Planning and Development Commission
Statement of Net Position
June 30, 2019

	Governmental Activities	Business-Type Activities	Total
<u>ASSETS</u>			
CURRENT ASSETS			
Cash	\$ 1,540,727	\$ 586,180	\$ 2,126,907
Due from grantors	724,718	-	724,718
Other receivables	90,765	-	90,765
Internal balances	24,036	(24,036)	-
Loans receivable	-	593,354	593,354
Prepaid expenses	18,789	45,888	64,677
TOTAL CURRENT ASSETS	<u>2,399,035</u>	<u>1,201,386</u>	<u>3,600,421</u>
NONCURRENT ASSETS			
Capital assets, net	-	242,355	242,355
Loans receivable, net	-	3,196,894	3,196,894
TOTAL NONCURRENT ASSETS	<u>-</u>	<u>3,439,249</u>	<u>3,439,249</u>
TOTAL ASSETS	<u>\$ 2,399,035</u>	<u>\$ 4,640,635</u>	<u>\$ 7,039,670</u>
<u>LIABILITIES AND NET POSITION</u>			
CURRENT LIABILITIES			
Loans payable	\$ -	\$ 38,058	\$ 38,058
Note payable	-	22,381	22,381
Accounts payable	837,178	4,705	841,883
Accrued salaries and benefits	41,824	-	41,824
Due to grantors	1,213	-	1,213
Due to subrecipients	313,734	-	313,734
Accrued interest	-	1,045	1,045
Unearned revenue	181,152	-	181,152
TOTAL CURRENT LIABILITIES	<u>1,375,101</u>	<u>66,189</u>	<u>1,441,290</u>
NONCURRENT LIABILITIES			
Loans payable	-	93,654	93,654
Note payable	-	77,861	77,861
Accrued leave and termination benefits	118,309	-	118,309
TOTAL NONCURRENT LIABILITIES	<u>118,309</u>	<u>171,515</u>	<u>289,824</u>
TOTAL LIABILITIES	<u>1,493,410</u>	<u>237,704</u>	<u>1,731,114</u>
NET POSITION			
Net investment in capital assets	-	142,113	142,113
Restricted	-	4,117,619	4,117,619
Unrestricted	905,625	143,199	1,048,824
TOTAL NET POSITION	<u>905,625</u>	<u>4,402,931</u>	<u>5,308,556</u>
TOTAL LIABILITIES AND NET POSITION	<u>\$ 2,399,035</u>	<u>\$ 4,640,635</u>	<u>\$ 7,039,670</u>

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

Northern Tier Regional Planning and Development Commission
Statement of Activities
For the year ended June 30, 2019

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>		<u>Net (Expense) Revenue and Changes in Net Position</u>		
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
PRIMARY GOVERNMENT						
GOVERNMENTAL ACTIVITIES:						
Workforce Development	\$ 3,212,543	\$ -	\$ 3,212,543	\$ -	\$ -	\$ -
Community and Economic Development	<u>1,488,156</u>	<u>11,303</u>	<u>1,519,662</u>	<u>42,809</u>	<u>-</u>	<u>42,809</u>
TOTAL GOVERNMENTAL ACTIVITIES	<u>4,700,699</u>	<u>11,303</u>	<u>4,732,205</u>	<u>42,809</u>	<u>-</u>	<u>42,809</u>
BUSINESS-TYPE ACTIVITIES:						
Foundation	130,951	144,166	-	-	13,215	13,215
NTRPDC, Inc.	2,220	500	-	-	(1,720)	(1,720)
Economic Development Administration/ Appalachian Regional Commission	-	66,611	-	-	66,611	66,611
Farmers Home Administration Intermediary Relending Program	1,782	6,529	-	-	4,747	4,747
Farmers Home Administration Small Business Loan Program	-	16,723	-	-	16,723	16,723
Farmers Home Administration Rural Business Enterprise Grant Program	<u>15,475</u>	<u>12,644</u>	<u>-</u>	<u>-</u>	<u>(2,831)</u>	<u>(2,831)</u>
TOTAL BUSINESS-TYPE ACTIVITIES	<u>150,428</u>	<u>247,173</u>	<u>-</u>	<u>-</u>	<u>96,745</u>	<u>96,745</u>
TOTAL PRIMARY GOVERNMENT	<u>\$ 4,851,127</u>	<u>\$ 258,476</u>	<u>\$ 4,732,205</u>	<u>42,809</u>	<u>96,745</u>	<u>139,554</u>
GENERAL REVENUES, UNRESTRICTED						
INVESTMENT EARNINGS				<u>736</u>	<u>555</u>	<u>1,291</u>
CHANGE IN NET POSITION				<u>43,545</u>	<u>97,300</u>	<u>140,845</u>
NET POSITION - BEGINNING				<u>862,080</u>	<u>4,305,631</u>	<u>5,167,711</u>
NET POSITION - ENDING				<u>\$ 905,625</u>	<u>\$ 4,402,931</u>	<u>\$ 5,308,556</u>

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

Northern Tier Regional Planning and Development Commission
Balance Sheet
Governmental Funds
June 30, 2019

	<u>Workforce Development</u>	<u>Community and Economic Development</u>	<u>Total</u>
<u>ASSETS</u>			
Cash	\$ 716,550	\$ 824,177	\$ 1,540,727
Due from grantors	359,506	365,212	724,718
Due from other funds	-	24,036	24,036
Other receivables	87,015	3,750	90,765
Prepaid expenses	-	18,789	18,789
	<u> </u>	<u> </u>	<u> </u>
TOTAL ASSETS	<u>\$ 1,163,071</u>	<u>\$ 1,235,964</u>	<u>\$ 2,399,035</u>
 <u>LIABILITIES AND FUND BALANCES</u>			
<u>LIABILITIES</u>			
Accounts payable	\$ 654,062	\$ 183,116	\$ 837,178
Accrued salaries and benefits	14,725	27,099	41,824
Due to grantors	1,213	-	1,213
Due to subrecipients	313,734	-	313,734
Unearned revenue	179,337	1,815	181,152
	<u> </u>	<u> </u>	<u> </u>
TOTAL LIABILITIES	<u>1,163,071</u>	<u>212,030</u>	<u>1,375,101</u>
 <u>FUND BALANCE</u>			
Nonspendable	-	18,789	18,789
Unassigned	-	1,005,145	1,005,145
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUND BALANCES	<u>-</u>	<u>1,023,934</u>	<u>1,023,934</u>
	<u> </u>	<u> </u>	<u> </u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 1,163,071</u>	<u>\$ 1,235,964</u>	<u>\$ 2,399,035</u>

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

Northern Tier Regional Planning and Development Commission
Reconciliation of the Balance Sheet - Governmental Funds to the Statement of Net Position
June 30, 2019

Total Fund Balances - Governmental Funds \$ 1,023,934

**Amounts reported for governmental activities in the Statement of
Net Position are different because:**

Long-term liabilities, consisting of accrued paid time off and termination benefits, are not due and payable in the current period and therefore are not reported in the funds. (118,309)

Total Net Position - Governmental Activities \$ 905,625

Northern Tier Regional Planning and Development Commission
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the year ended June 30, 2019

	<u>Workforce Development</u>	<u>Community and Economic Development</u>	<u>Total</u>
REVENUES			
Federal grants and contracts	\$ 2,811,788	\$ 777,927	\$ 3,589,715
State grants and contracts	130,491	618,035	748,526
Other income	270,264	41,485	311,749
Counties' appropriations	-	60,000	60,000
In-kind services	-	34,254	34,254
TOTAL REVENUES	<u>3,212,543</u>	<u>1,531,701</u>	<u>4,744,244</u>
EXPENDITURES			
Contracted services	2,628,372	377,430	3,005,802
Salaries and wages	289,543	525,372	814,915
Indirect costs	110,471	206,385	316,856
Fringe benefits	86,788	193,119	279,907
Building use allowance	22,250	45,383	67,633
Office supplies and postage	19,822	5,664	25,486
Miscellaneous	44	11,850	11,894
Equipment show expense	-	9,517	9,517
Tuition and seminars	25,729	13,830	39,559
Sector partnership training	97	-	97
Travel	22,682	24,051	46,733
Dues and subscriptions	3,359	18,379	21,738
In-kind services	-	34,254	34,254
Vehicle use allowance	2,875	16,650	19,525
Professional fees	-	20,940	20,940
Advertising	511	1,700	2,211
TOTAL EXPENDITURES	<u>3,212,543</u>	<u>1,504,524</u>	<u>4,717,067</u>
NET CHANGE IN FUND BALANCES	-	27,177	27,177
FUND BALANCE, BEGINNING	<u>-</u>	<u>996,757</u>	<u>996,757</u>
FUND BALANCE, ENDING	<u>\$ -</u>	<u>\$ 1,023,934</u>	<u>\$ 1,023,934</u>

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

Northern Tier Regional Planning and Development Commission
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund
Balances - Governmental Funds to the Statement of Activities
For the year ended June 30, 2019

Net Change in Fund Balances - Governmental Funds \$ 27,177

Amounts reported for governmental activities in the Statement of
Activities are different because:

Paid time off and termination benefit expenses reported in the Statement
of Activities that do not require the use of current financial resources and,
therefore, are not reported as expenditures in the governmental funds. 16,368

Change in Net Position - Governmental Activities \$ 43,545

Northern Tier Regional Planning and Development Commission
Statement of Net Position
Enterprise Funds
June 30, 2019

	Foundation	NTRPDC, Inc.	EDA/ARC	FMHA-IRP	FMHA-SBLP	FMHA-RBEG	Total (Memorandum Only)
<u>ASSETS</u>							
CURRENT ASSETS							
Cash	\$ 28,828	\$ 43,269	\$ 306,324	\$ 107,196	\$ 34,579	\$ 65,984	\$ 586,180
Prepaid expense	888	-	45,000	-	-	-	45,888
Loans receivable, current	-	4,986	337,832	52,010	87,211	111,315	593,354
TOTAL CURRENT ASSETS	<u>29,716</u>	<u>48,255</u>	<u>689,156</u>	<u>159,206</u>	<u>121,790</u>	<u>177,299</u>	<u>1,225,422</u>
NONCURRENT ASSETS							
Capital assets, net	242,355	-	-	-	-	-	242,355
Loans receivable, net	-	95,014	1,897,187	174,602	598,145	431,946	3,196,894
TOTAL NONCURRENT ASSETS	<u>242,355</u>	<u>95,014</u>	<u>1,897,187</u>	<u>174,602</u>	<u>598,145</u>	<u>431,946</u>	<u>3,439,249</u>
TOTAL ASSETS	<u>\$ 272,071</u>	<u>\$ 143,269</u>	<u>\$ 2,586,343</u>	<u>\$ 333,808</u>	<u>\$ 719,935</u>	<u>\$ 609,245</u>	<u>\$ 4,664,671</u>
<u>LIABILITIES AND NET POSITION</u>							
CURRENT LIABILITIES							
Loans payable, current	\$ -	\$ -	\$ -	\$ 38,058	\$ -	\$ -	\$ 38,058
Note payable, current	22,381	-	-	-	-	-	22,381
Accounts payable	4,705	-	-	-	-	-	4,705
Due to other funds	24,036	-	-	-	-	-	24,036
Accrued interest	1,045	-	-	-	-	-	1,045
TOTAL CURRENT LIABILITIES	<u>52,167</u>	<u>-</u>	<u>-</u>	<u>38,058</u>	<u>-</u>	<u>-</u>	<u>90,225</u>
NONCURRENT LIABILITIES							
Loans payable	-	-	-	93,654	-	-	93,654
Note payable	77,861	-	-	-	-	-	77,861
TOTAL NONCURRENT LIABILITIES	<u>77,861</u>	<u>-</u>	<u>-</u>	<u>93,654</u>	<u>-</u>	<u>-</u>	<u>171,515</u>
TOTAL LIABILITIES	<u>130,028</u>	<u>-</u>	<u>-</u>	<u>131,712</u>	<u>-</u>	<u>-</u>	<u>261,740</u>
NET POSITION							
Net investment in capital assets	142,113	-	-	-	-	-	142,113
Restricted	-	-	2,586,343	202,096	719,935	609,245	4,117,619
Unrestricted	(70)	143,269	-	-	-	-	143,199
TOTAL NET POSITION	<u>142,043</u>	<u>143,269</u>	<u>2,586,343</u>	<u>202,096</u>	<u>719,935</u>	<u>609,245</u>	<u>4,402,931</u>
TOTAL LIABILITIES AND NET POSITION	<u>\$ 272,071</u>	<u>\$ 143,269</u>	<u>\$ 2,586,343</u>	<u>\$ 333,808</u>	<u>\$ 719,935</u>	<u>\$ 609,245</u>	<u>\$ 4,664,671</u>

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

Northern Tier Regional Planning and Development Commission
Statement of Revenues, Expenses and Changes in Net Position
Enterprise Funds
For the year ended June 30, 2019

	<u>Foundation</u>	<u>NTRPDC, Inc.</u>	<u>EDA/ARC</u>	<u>FMHA-IRP</u>	<u>FMHA-SBLP</u>	<u>FMHA-RBEG</u>	<u>Total (Memorandum Only)</u>
OPERATING REVENUES							
Loan fund interest	\$ -	\$ -	\$ 66,611	\$ 6,529	\$ 16,723	\$ 12,644	\$ 102,507
Rental income	144,166	-	-	-	-	-	144,166
Miscellaneous income	-	500	-	-	-	-	500
TOTAL OPERATING REVENUES	<u>144,166</u>	<u>500</u>	<u>66,611</u>	<u>6,529</u>	<u>16,723</u>	<u>12,644</u>	<u>247,173</u>
OPERATING EXPENSES							
Provision for loan losses	-	-	-	-	-	15,475	15,475
Janitorial	27,005	-	-	-	-	-	27,005
Depreciation and amortization	22,152	-	-	-	-	-	22,152
Utilities	36,714	-	-	-	-	-	36,714
Maintenance and supplies	16,922	-	-	-	-	-	16,922
Contracted services	11,237	1,054	-	-	-	-	12,291
Professional fees	9,800	1,028	-	-	-	-	10,828
Advertising	374	-	-	-	-	-	374
Office supplies and postage	-	138	-	-	-	-	138
Miscellaneous	2,500	-	-	-	-	-	2,500
TOTAL OPERATING EXPENSES	<u>126,704</u>	<u>2,220</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>15,475</u>	<u>144,399</u>
OPERATING INCOME (LOSS)	<u>17,462</u>	<u>(1,720)</u>	<u>66,611</u>	<u>6,529</u>	<u>16,723</u>	<u>(2,831)</u>	<u>102,774</u>
NONOPERATING REVENUE (EXPENSE)							
Interest income	218	302	27	-	-	8	555
Interest expense	(4,247)	-	-	(1,782)	-	-	(6,029)
NONOPERATING REVENUE (EXPENSE), NET	<u>(4,029)</u>	<u>302</u>	<u>27</u>	<u>(1,782)</u>	<u>-</u>	<u>8</u>	<u>(5,474)</u>
NET INCOME (LOSS)	<u>13,433</u>	<u>(1,418)</u>	<u>66,638</u>	<u>4,747</u>	<u>16,723</u>	<u>(2,823)</u>	<u>97,300</u>
NET POSITION, BEGINNING OF YEAR	<u>128,610</u>	<u>144,687</u>	<u>2,519,705</u>	<u>197,349</u>	<u>703,212</u>	<u>612,068</u>	<u>4,305,631</u>
NET POSITION, END OF YEAR	<u>\$ 142,043</u>	<u>\$ 143,269</u>	<u>\$ 2,586,343</u>	<u>\$ 202,096</u>	<u>\$ 719,935</u>	<u>\$ 609,245</u>	<u>\$ 4,402,931</u>

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

Northern Tier Regional Planning and Development Commission
Statement of Cash Flows
Enterprise Funds
For the year ended June 30, 2019

	Foundation	NTRPDC, Inc.	EDA/ARC	FMHA-IRP	FMHA-SBLP	FMHA-RBEG	Total (Memorandum Only)
CASH FLOWS FROM OPERATING ACTIVITIES							
Rental income received	\$ 144,166	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 144,166
Miscellaneous income received	-	500	-	-	-	-	500
Loan payments received (disbursed)	-	(100,000)	(168,464)	(17,654)	(206,015)	(123,518)	(615,651)
Payments to suppliers	(83,829)	(2,220)	-	-	-	-	(86,049)
Payments to utilities	(36,714)	-	-	-	-	-	(36,714)
NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES	<u>23,623</u>	<u>(101,720)</u>	<u>(168,464)</u>	<u>(17,654)</u>	<u>(206,015)</u>	<u>(123,518)</u>	<u>(593,748)</u>
CASH FLOWS FROM INVESTING ACTIVITIES							
Interest received	218	302	27	-	-	8	555
NET CASH PROVIDED BY INVESTING ACTIVITIES	<u>218</u>	<u>302</u>	<u>27</u>	<u>-</u>	<u>-</u>	<u>8</u>	<u>555</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES							
Repayment of amounts due to FMHA-IRP	-	-	-	(39,349)	-	-	(39,349)
Repayment of note payable	(21,489)	-	-	-	-	-	(21,489)
Interest paid	(4,247)	-	-	(1,782)	-	-	(6,029)
NET CASH (USED IN) CAPITAL AND RELATED FINANCING ACTIVITIES	<u>(25,736)</u>	<u>-</u>	<u>-</u>	<u>(41,131)</u>	<u>-</u>	<u>-</u>	<u>(66,867)</u>
NET (DECREASE) IN CASH	<u>(1,895)</u>	<u>(101,418)</u>	<u>(168,437)</u>	<u>(58,785)</u>	<u>(206,015)</u>	<u>(123,510)</u>	<u>(660,060)</u>
CASH, BEGINNING OF YEAR	<u>30,723</u>	<u>144,687</u>	<u>474,761</u>	<u>165,981</u>	<u>240,594</u>	<u>189,494</u>	<u>1,246,240</u>
CASH, END OF YEAR	<u>\$ 28,828</u>	<u>\$ 43,269</u>	<u>\$ 306,324</u>	<u>\$ 107,196</u>	<u>\$ 34,579</u>	<u>\$ 65,984</u>	<u>\$ 586,180</u>
RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES							
Operating income (loss)	\$ 17,462	\$ (1,720)	\$ 66,611	\$ 6,529	\$ 16,723	\$ (2,831)	\$ 102,774
Adjustments to reconcile operating income to net cash provided by (used in) operating activities:							
Depreciation and amortization	22,152	-	-	-	-	-	22,152
Provision for loan losses	-	-	-	-	-	15,475	15,475
Changes in assets and liabilities:							
Prepaid expenses	-	-	(45,000)	-	-	-	(45,000)
Loans receivable	-	(100,000)	(190,075)	(24,183)	(222,738)	(136,162)	(673,158)
Accounts payable	(136)	-	-	-	-	-	(136)
Due to other funds	(15,855)	-	-	-	-	-	(15,855)
TOTAL ADJUSTMENTS	<u>6,161</u>	<u>(100,000)</u>	<u>(235,075)</u>	<u>(24,183)</u>	<u>(222,738)</u>	<u>(120,687)</u>	<u>(696,522)</u>
NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES	<u>\$ 23,623</u>	<u>\$ (101,720)</u>	<u>\$ (168,464)</u>	<u>\$ (17,654)</u>	<u>\$ (206,015)</u>	<u>\$ (123,518)</u>	<u>\$ (593,748)</u>

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

Northern Tier Regional Planning and Development Commission
Notes to Financial Statements
June 30, 2019

NOTE 1 - Nature of Operations and Summary of Significant Accounting Policies

Nature of Operations

The Northern Tier Regional Planning and Development Commission (the "Commission") is a regional planning and development organization located in Towanda, Pennsylvania serving the northern Pennsylvania counties of Bradford, Sullivan, Susquehanna, Tioga and Wyoming (the "Counties"). Programs and services include workforce investment training and assistance to eligible adults and youth leading to unsubsidized employment, low interest loans to small businesses, and improvement of the economic and environmental climate in rural communities.

The Commission is a political subdivision of the Commonwealth of Pennsylvania and is not considered a component unit of any of the Counties. The Commission is not subject to federal or state income tax.

Financial Reporting Entity

As required by accounting principles generally accepted in the United States of America, the financial statements of the reporting entity include those of the Commission (the primary government) and its component units, Northern Tier Foundation ("Foundation") and Northern Tier Regional Planning and Development Commission, Inc. ("NTRPDC, Inc.").

The Foundation, a nonprofit corporation, is governed by a five-member board appointed by the Commission. The Foundation's purpose is to provide rental office space to the Commission.

NTRPDC, Inc. was formed for the purpose of administering programs that will promote the continued social and economic development of Bradford, Sullivan, Susquehanna, Tioga, and Wyoming counties.

Based on the significance of their operational and financial relationships with the Commission, the financial statements of the Foundation and NTRPDC, Inc. are included in the financial reporting entity as blended component units, as part of the Commission's business-type activities.

Basis of Presentation

The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report the information on all of the activities of the primary government and its blended component units. Governmental activities, which are supported by intergovernmental revenues that are legally or administratively restricted to expenditures for specified purposes, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

Northern Tier Regional Planning and Development Commission

Notes to Financial Statements

June 30, 2019

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds and enterprise funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the enterprise fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period.

The Commission reports two major governmental funds composed of the following special revenue funds:

COMMUNITY AND ECONOMIC DEVELOPMENT - is used to account for various grants and the administration of loan funds for the purposes of economic, export, transportation planning, and community development.

WORKFORCE DEVELOPMENT - is used to account for the activities of the Workforce Innovation and Opportunities Act ("WIOA") and Welfare program revenues and expenditures.

The Commission reports six major enterprise funds:

FOUNDATION - is used to account for the activities of the Northern Tier Foundation (a blended component unit), which provides rental space for activities of the Commission and flexibility to receive funding from various resources. Northern Tier Foundation is a 501(c)(3) corporation.

Northern Tier Regional Planning and Development Commission

Notes to Financial Statements

June 30, 2019

NTRPDC INC. - is used to account for the activities of the Northern Tier Regional Planning and Development Commission, Inc. (a blended component unit), which is to promote effective partnerships and collaboration and administer programs that will provide a nonpartisan organizational framework to promote the continued social and economic development of Bradford, Sullivan, Susquehanna, Tioga, and Wyoming counties through the retention and expansion of industrial, commercial, financial, research, educational, technology, and other allied businesses and development activities, as well as to improve the region's environment, recreation facilities, and quality of life.

EDA/ARC - is used to account for all activity in the Economic Development Administration/Appalachian Regional Commission revolving loan fund and is operated in a manner similar to a private business enterprise.

FMHA-IRP - is used to account for all activity in the Farmers Home Administration Intermediary Relending Program and is operated in a manner similar to a private business enterprise.

FMHA-SBLP - is used to account for all activity in the Farmers Home Administration Small Business Loan Program and is operated in a manner similar to a private business enterprise.

FMHA-RBEG - is used to account for all activity in the Farmers Home Administration Rural Business Enterprise Grant Program and is operated in a manner similar to a private business enterprise.

Enterprise funds distinguish between operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services in connection with an enterprise fund's principal ongoing operations. The principal operating revenues for the enterprise funds are interest collected on outstanding loans and rental income. Operating expenses for the enterprise funds include the cost of services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Capital Assets

All capital assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated capital assets are valued at their estimated fair value on the date donated. The Commission maintains a capitalization threshold of \$5,000 for all capital assets.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Northern Tier Regional Planning and Development Commission
Notes to Financial Statements
June 30, 2019

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

	<u>Years</u>
Buildings and improvements	20 - 30
Equipment	5 - 15

Unearned Revenue

Unearned revenue represents amounts which have met asset recognition criteria, but for which revenue recognition criteria have not been met.

Governmental Fund Balance Classifications/Policies and Procedures

In accordance with Governmental Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, the Commission classifies its governmental fund balances as follows, as applicable:

- *Non-spendable* - includes fund balance amounts that cannot be spent either because it is not in spendable form or because of legal or contractual constraints
- *Restricted* - includes fund balance amounts that are constrained for specific purposes which are externally imposed by providers, such as creditors or amounts constrained due to constitutional provisions or enabling legislation
- *Committed* - includes fund balance amounts that are constrained for specific purposes that are internally imposed by the Commission's "highest level of decision making authority" which do not lapse at year-end
 - The Board of Directors is its highest level of decision-making authority and commits funds through a formal board motion
- *Assigned* - includes fund balance amounts that are constrained for specific purposes that are internally imposed by the Commission
- *Unassigned* - includes positive fund balance within the Community and Economic Development Fund which has not be classified within the above-mentioned categories and negative fund balances in other governmental funds

Northern Tier Regional Planning and Development Commission
Notes to Financial Statements
June 30, 2019

In governmental funds when an expenditure is incurred that can be paid using either restricted or unrestricted resources, the Commission's policy is generally to first apply the expenditure toward restricted fund balance and then to unrestricted resources. When an expenditure is incurred that can be paid using either committed, assigned, or unassigned amounts, the Commission's policy is to use committed resources, then assigned resources, then unassigned resources.

In-Kind Services

Local contributions, which include contributed services provided by individuals, private organizations and local governments, are used to match federal funding on various grants. Contributed services are therefore reflected as revenue and expenditures in accordance with legal requirements of the individual grants. Contributed services are recorded as an expenditure with an equivalent amount recorded as revenue. The amounts of such services are recorded in the accompanying financial statements at their estimated fair values at date of receipt.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

NOTE 2 - Cash

The carrying amount of the Commission's deposits was \$2,126,907 as of June 30, 2019. The bank balance totaled \$2,206,448 as of June 30, 2019. The difference represents outstanding checks and normal reconciling items.

Custodial credit risk for deposits is the risk that, in the event of a bank failure, the Commission's deposits may not be returned to it. The Commission does not have a deposit policy for custodial credit risk. Commonwealth of Pennsylvania Act 72 of 1971, as amended, allows banking institutions to satisfy the collateralization requirement by pooling eligible investments to cover total public funds on deposit in excess of federal insurance. Such pooled collateral is pledged with the financial institutions' trust departments.

Northern Tier Regional Planning and Development Commission
Notes to Financial Statements
June 30, 2019

The balance of the Commission's cash deposits is categorized as follows to give an indication of the level of risk assumed by the Commission at year-end.

	2019 Bank <u>Balance</u>
Insured	\$ 802,679
Uninsured:	
Collateral held by pledging banks' trust department not in the Commission's name	<u>1,403,769</u>
TOTAL	<u>\$ 2,206,448</u>

NOTE 3 - Capital Assets

Activity in capital assets for the year ended June 30, 2019 is as follows:

	July 1, <u>2018</u>	<u>Additions</u>	<u>Disposals</u>	June 30, <u>2019</u>
GOVERNMENTAL ACTIVITIES				
Office furniture and equipment	\$ 38,900	\$ -	\$ -	\$ 38,900
Accumulated depreciation	<u>(38,900)</u>	<u>-</u>	<u>-</u>	<u>(38,900)</u>
GOVERNMENTAL ACTIVITIES CAPITAL ASSETS, NET				
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
BUSINESS-TYPE ACTIVITIES (FOUNDATION)				
Land	\$ 13,724	\$ -	\$ -	\$ 13,724
Capital assets being depreciated:				
Building and improvements	551,719	-	-	551,719
Office furniture and equipment	<u>43,991</u>	<u>-</u>	<u>-</u>	<u>43,991</u>
TOTAL	<u>609,434</u>	<u>-</u>	<u>-</u>	<u>609,434</u>
Accumulated depreciation				
Building and improvements	(305,478)	(20,637)	-	(326,115)
Office furniture and equipment	<u>(39,449)</u>	<u>(1,515)</u>	<u>-</u>	<u>(40,964)</u>
TOTAL	<u>(344,927)</u>	<u>(22,152)</u>	<u>-</u>	<u>(367,079)</u>
BUSINESS-TYPE ACTIVITIES CAPITAL ASSETS, NET				
	<u>\$ 264,507</u>	<u>\$ (22,152)</u>	<u>\$ -</u>	<u>\$ 242,355</u>

Northern Tier Regional Planning and Development Commission
Notes to Financial Statements
June 30, 2019

NOTE 4 - Due to Subrecipients

The amounts due to subrecipients in the Commission’s government activities are as follows at June 30, 2019:

Due to Bradford County Action	\$	64,488
Due to Trehab Center		<u>249,246</u>
DUE TO SUBRECIPIENTS	\$	<u>313,734</u>

NOTE 5 - Revolving Loan Programs

The Commission participates in six revolving loan programs. The purpose of these loan programs is to provide low interest loans to small businesses in an effort to create jobs and other economic development in rural areas. In connection with these programs, the Commission made new loans of approximately \$1,265,000 in 2019 and collected principal and interest repayments of approximately \$734,000 in 2019. The programs are summarized below:

Pennsylvania Small Business First Program (SBFP)
[Formerly Pennsylvania Capital Loan Fund (PCLF)]

The Commission has an agreement with the Commonwealth of Pennsylvania, Department of Community and Economic Development (“DCED”) to participate in the SBFP. The SBFP replaced the PCLF with substantially all regulations and program guidelines remaining intact. The loan review committee established by the Commission is responsible for reviewing all loan applications and recommending loan applications for approval by the Commission’s board of directors. Once approved, the Commission must submit the applications to the DCED for its review and approval.

DCED is responsible for establishing loan interest rates, issuing loan checks and receiving loan payments from the borrower. As a result, the accompanying financial statements do not include the operations of the SBFP. The Commission is entitled to retain service fees charged on the loans to cover costs of making and servicing its loan program, which are included in the accompanying financial statements. The outstanding loan balances under the SBFP total \$1,801,916 at June 30, 2019.

Northern Tier Regional Planning and Development Commission

Notes to Financial Statements

June 30, 2019

First Industries Fund (FIF)

The Commission has entered into an agreement with DCED to participate in the FIF. The loan review committee established by the Commission is responsible for reviewing all loan applications and recommending loan applications for approval by the Commission's board of directors. Once approved, the Commission must submit the applications to DCED for its review and approval. As a result, the accompanying financial statements do not include the operations of the FIF. The Commission is entitled to retain service fees charged on the loans to cover costs of making and servicing the loan program, which are included in the accompanying financial statements. The outstanding loan balances under the FIF total \$1,786,243 at June 30, 2019.

Economic Development Administration/ Appalachian Regional Commission (EDA/ARC)

The Commission has entered into an agreement with SEDA-Council of Governments (SEDA-COG) to participate in the U.S. Department of Commerce, Economic Development Administration (EDA) revolving loan fund. EDA awarded SEDA-COG a grant of \$1,500,000 requiring a local match of \$500,000 for the purpose of establishing a small business revolving loan program. SEDA-COG subcontracted one-third of the program to the Commission.

In addition, the Commission has entered into an agreement with the Appalachian Regional Commission to participate in a revolving loan fund.

An allowance of \$41,012 has been established for the loans outstanding under these programs.

Farmers Home Administration Intermediary Relending Program (FMHA-IRP)

The Commission has entered into an agreement with FMHA-IRP for a \$500,000 low interest loan from FMHA to be used for a relending program (Note 6). The Commission requests drawdowns on the loan after FMHA approves the loan application between the Commission and the borrower. As of June 30, 2019, the loan had a balance outstanding of \$113,019. The Commission has entered into a second agreement with FMHA-IRP for a \$500,000 low interest loan from FMHA to be used for a relending program (Note 6). The Commission requests drawdowns on the loan after FMHA approves the loan application between the Commission and the borrower. As of June 30, 2019, the loan had a balance outstanding of \$18,693.

An allowance of \$22,882 has been established for the loans outstanding under these programs.

Northern Tier Regional Planning and Development Commission
Notes to Financial Statements
June 30, 2019

**Farmers Home Administration Small Business
Loan Program (FMHA-SBLP)**

The Commission has entered into the FMHA-SBLP with the approval of a \$200,000 and \$110,000 grant from FMHA to be used for a revolving loan program. The Commission requests drawdowns on the grant after FMHA approves the loan application between the Commission and the borrower.

NTRPDC, Inc. has entered into the FMHA-SBLP with the approval of a \$98,000 grant from FMHA to be used for a revolving loan program. NTRPDC, Inc. requests drawdowns on the grant after FMHA approves the loan application between the Commission and the borrower.

An allowance of \$23,190 has been established for the loans outstanding under these programs.

**Farmers Home Administration Rural Business
Enterprise Grant Program (FMHA-RBEG)**

The Commission has entered into the FMHA-RBEG with the approval of a \$1,000,000 grant from the FMHA to be used for a \$500,000 revolving loan program and \$500,000 pass-through grant for Envirocycle, Inc.

NOTE 6 - Long-Term Liabilities

At June 30, 2019, the Commission's business-type activities long-term debt consisted of the following:

	<u>Balance at</u> <u>July 1, 2018</u>	<u>Additions</u>	<u>Payments</u>	<u>Balance at</u> <u>June 30, 2019</u>	<u>Current</u> <u>Portion</u>
3.75% note payable to Bradford County Insutrial Development Authority, in monthly installments of \$2,145, including interest through 2023; collateralized by property and equipment.	\$ 121,731	\$ -	\$ (21,489)	\$ 100,242	\$ 22,381
1% loan payable to FMHA, in annual installments of \$20,565, including interest through 2022; collateralized by the assets of the Revolving Loan Fund.	38,870	-	(20,177)	\$ 18,693	18,693
1% loan payable top FMHA, in annual installments of \$20,565, including interest through 2024; collateralized by the assets of the Revolving Loan Fund.	<u>132,191</u>	<u>-</u>	<u>(19,172)</u>	<u>113,019</u>	<u>19,365</u>
TOTAL	\$ 292,792	\$ -	\$ (60,838)	\$ 231,954	\$ 60,439

Northern Tier Regional Planning and Development Commission
Notes to Financial Statements
June 30, 2019

Scheduled principal and interest payments on the note and loans payable are as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Years ending June 30:			
2020	\$ 60,439	\$ 4,557	\$ 64,996
2021	42,793	3,509	46,302
2022	43,877	2,426	46,303
2023	44,995	667	45,662
2024	<u>39,850</u>	<u>410</u>	<u>40,260</u>
TOTAL	<u>\$ 231,954</u>	<u>\$ 11,569</u>	<u>\$ 243,523</u>

Interest expense on the above obligations totaled \$6,029 in 2019.

The Commission obtained a \$500,000 line of credit. The interest on any draw is variable, resetting annually (5.50% at June 30, 2019). At June 30, 2019 there were no draws against the line of credit. The line of credit expires December 31, 2019.

NOTE 7 - Liability for Compensated Absences

An employee, upon termination of employment from the Commission, is paid for accrued leave up to a maximum of 50 days. The accrued leave liability has been recorded in the noncurrent liabilities section of the governmental activities.

Accrued leave liability, July 1, 2018	\$ 91,027
Additions	90,667
Payouts	<u>(86,789)</u>
Accrued leave liability, June 30, 2019	<u>\$ 94,905</u>

Northern Tier Regional Planning and Development Commission
Notes to Financial Statements
June 30, 2019

NOTE 8 - Termination Benefits Policy

The Commission implemented an early termination benefit policy effective June 1, 2016. The benefit is allowable for employees hired as full-time before July 1, 2015. The benefit will reimburse up to \$33,000 of employee health care premiums until the age of 65 for employees who reach 30 years of service by age 59.5. It will reimburse up to \$13,500 until the age of 65 for employees who reach 25 years of service by age 62. As of June 30, 2019, one employee was eligible and accepted the early termination benefit. The commission assumed that the full benefit amount of \$33,000 will be claimed by the employee. The funds that will be used to pay this benefit are in a non-interest-bearing account, and therefore no discount rate was used in determining the cost of the benefit. Total payments made to employees in 2019 were \$6,747. The total cost of \$33,000 less the total to date payments of \$9,596 has been recorded in the noncurrent liabilities section of the governmental activities as part of "accrued leave and termination benefits."

NOTE 9 - Deferred Compensation Plan

The Commission has a deferred compensation plan in which all full-time employees are eligible for participation.

Employees are given the option of paid health insurance coverage or the deferred compensation plan. For those employees selecting the deferred compensation plan, the Commission contributes an amount up to \$700 per month.

Compensation under the plan is deferred from federal income tax only. All other payroll related taxes are paid currently. The Commission's contribution to the deferred compensation plan was \$62,315 in 2019.

NOTE 10 - Contingencies

Grant Programs

The Commission participates in numerous state and federal grant and loan programs, which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant and loan programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the Commission has not complied with the rules and regulations governing the grant and loan programs, refunds of any money received may be required and the collectability of any related receivable at June 30, 2019 may be impaired. In the opinion of Commission management, there are no significant contingent liabilities relating to compliance with the rules and regulations governing the respective grant and loan programs; therefore, no provision has been recorded in the accompanying financial statements for such contingencies.

Northern Tier Regional Planning and Development Commission
Notes to Financial Statements
June 30, 2019

NOTE 11 - Indirect Cost Rate

During the year ended June 30, 2019, indirect costs were allocated to individual programs as a percentage of direct salaries and related fringe benefit expense. The allocation of indirect costs for all programs was computed as follows:

Total direct salaries	\$	814,915	
Total related fringe benefits		<u>279,907</u>	
			TOTAL DIRECT SALARIES AND BENEFITS
		<u>\$ 1,094,822</u>	
Indirect costs:			
Salaries and wages	\$	140,869	
Contracted services		54,961	
Fringe benefits		50,748	
Program supplies		10,923	
Audit		17,490	
Building use allowance		11,865	
Meeting expense		3,863	
Insurance		6,570	
Equipment		4,309	
Telephone and internet		9,234	
Postage		887	
Periodicals and books		1,122	
Miscellaneous		2,615	
Advertising		682	
Tuition and training		139	
Travel		<u>579</u>	
			TOTAL
		<u>\$ 316,856</u>	

$$\text{Indirect cost rate} = \frac{\text{Total indirect costs}}{\text{Total direct salaries and benefits}}$$

$$\text{Indirect cost rate} = \frac{\$ 316,856}{\$ 1,094,822} = 28.94\%$$

Northern Tier Regional Planning and Development Commission
Combining Schedule of Revenues and Expenditures - Governmental Funds
For the year ended June 30, 2019

	UNRESTRICTED	ARC PREP 19	PA- DOT SPEC	PA- DOT EMTA	ARCLDD 18	ARCLDD 19	LDD FLOOD	WSCM	OIBD 17	PREP
Revenues										
Federal grants and contracts	\$ -	\$ 285,000	\$ 30,000	\$ 51,500	\$ 51,799	\$ 48,685	\$ -	\$ -	\$ -	\$ -
State grants and contracts	-	-	-	-	-	-	311	20,000	31,825	359,415
Local grants and contracts	-	-	-	-	-	-	-	-	-	-
Other income	37,348	1,812	-	-	448	-	-	1,656	114	-
Counties' appropriations	60,000	-	-	-	-	-	-	-	-	-
In-kind services	22,254	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	119,602	286,812	30,000	51,500	52,247	48,685	311	21,656	31,939	359,415
Expenditures										
Contracted services	15,725	6,764	-	51,500	1,890	-	-	7,165	190	106,882
Salaries and wages	4,445	141,386	15,092	-	24,816	23,819	169	4,163	12,952	129,239
Indirect costs	1,604	55,546	5,939	-	11,167	7,973	67	1,628	5,097	50,793
Fringe benefits	7,184	50,168	5,437	-	8,711	8,810	61	1,503	4,666	46,014
Miscellaneous	8,049	-	-	-	-	-	-	3,717	-	4
Equipment show expense	9,517	-	-	-	-	-	-	-	-	-
In-kind services	22,254	-	-	-	-	-	-	-	-	-
Building use allowance	6	11,927	1,504	-	2,045	1,755	13	510	1,009	10,520
Travel	119	4,751	823	-	244	2,189	-	499	3,593	5,730
Office supplies and postage	-	854	56	-	179	141	1	-	-	1,037
Tuition and seminars	2,405	2,732	779	-	-	572	-	2,058	825	2,263
Sector partnership training	-	-	-	-	-	-	-	-	-	-
Dues and subscriptions	13,749	1,000	-	-	-	-	-	-	-	1,399
Vehicle use allowance	585	1,479	310	-	3,195	3,426	-	413	1,107	3,018
Professional fees	5,735	10,205	-	-	-	-	-	-	2,500	2,500
Advertising	1,048	-	60	-	-	-	-	-	-	16
TOTAL EXPENDITURES	92,425	286,812	30,000	51,500	52,247	48,685	311	21,656	31,939	359,415
REVENUES IN EXCESS OF EXPENDITURES	\$ 27,177	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

ARC PREP - Appalachian Regional Commission Partnerships for Regional Economic Performance
ARCLDD - Appalachian Regional Commission Local Development District
DIAP - Pennsylvania Defense Industry Assistance Partnership
DOD - Department of Defense Procurement
EARN - Employment Advancement and Retention Network
EDA - Economic Development Administration

EMTA - Endless Mountains Transportation Authority
LDD FLOOD - Local Development District Storm Water Mitigation and Resiliency
OIBD - Office of International Business Development
PA DOT - Pennsylvania Department of Transportation
PREP - Partnerships for Regional Economic Performance
WSCM - What's So Cool About Manufacturing

Northern Tier Regional Planning and Development Commission
Combining Schedule of Revenues and Expenditures - Governmental Funds (Cont'd)
For the year ended June 30, 2019

	PA DOT 19-20	EDA 18	EDA 19	DOD 18	DOD 19	DOD DIAP	ENGAGE!	EARN	WIOA	Total
Revenues										
Federal grants and contracts	\$ 189,530	\$ 23,987	\$ 26,272	\$ 27,984	\$ 29,546	\$ 13,624	\$ -	\$ 711,292	\$ 2,100,496	\$ 3,589,715
State grants and contracts	23,904	-	-	-	-	-	182,580	-	130,491	748,526
Other income	-	-	-	107	-	-	-	-	270,264	311,749
Counties' appropriations	-	-	-	-	-	-	-	-	-	60,000
In-kind services	-	12,000	-	-	-	-	-	-	-	34,254
TOTAL REVENUES	213,434	35,987	26,272	28,091	29,546	13,624	182,580	711,292	2,501,251	4,744,244
Expenditures										
Contracted services	11,562	3,236	-	-	3,602	2,000	166,914	569,545	2,058,827	3,005,802
Salaries and wages	104,057	10,343	13,853	14,051	13,413	5,013	8,561	73,058	216,485	814,915
Indirect costs	40,898	4,654	4,868	6,323	4,486	1,973	3,369	28,751	81,720	316,856
Fringe benefits	37,064	3,631	5,086	4,932	4,962	1,806	3,084	26,319	60,469	279,907
Miscellaneous	40	-	40	-	-	-	-	-	44	11,894
Equipment show expense	-	-	-	-	-	-	-	-	-	9,517
In-kind services	-	12,000	-	-	-	-	-	-	-	34,254
Building use allowance	10,757	876	1,082	1,265	1,109	367	638	8,318	13,932	67,633
Travel	2,237	188	14	1,109	1,272	1,283	-	758	21,924	46,733
Office supplies and postage	3,017	214	149	-	-	2	14	2,300	17,522	25,486
Tuition and seminars	1,270	107	388	-	125	306	-	1,695	24,034	39,559
Sector partnership training	-	-	-	-	-	-	-	-	97	97
Dues and subscriptions	901	305	665	-	360	-	-	-	3,359	21,738
Vehicle use allowance	1,488	-	127	411	217	874	-	548	2,327	19,525
Professional fees	-	-	-	-	-	-	-	-	-	20,940
Advertising	143	433	-	-	-	-	-	-	511	2,211
TOTAL EXPENDITURES	213,434	35,987	26,272	28,091	29,546	13,624	182,580	711,292	2,501,251	4,717,067
REVENUES IN EXCESS OF EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,177

Northern Tier Regional Planning and Development Commission

Schedule of Expenditures of Federal Awards

For the year ended June 30, 2019

Federal Grantor/Pass-Through Grantor/ Program or Cluster Title	Funding Source Code	Federal CFDA Number	Pass-Through Entity's Number	Award Amount	Cash Receipts	Accrued or (Unearned) Revenue at July 1, 2018	Revenues Recognized	Federal Expenditures	Accrued or (Unearned) Revenue at June 30, 2019	Expenses Passed Through to Subrecipients
Appalachian Regional Commission										
Local Development District Administrative Grant	D	23.009	PA-708-C-C46-18	\$ 101,000	\$ 50,500	\$ (1,299)	\$ 51,799	\$ 51,799	\$ -	
Local Development District Administrative Grant	D	23.009	PA-708-C-C47-19	101,000	50,500	-	48,685	48,685	(1,815)	
Total CFDA #23.009				202,000	101,000	(1,299)	100,484	100,484	(1,815)	\$ -
Appalachian Regional Commission PREP	D	23.001	PA-8305-C36-17	285,000	28,500	28,500	-	-	-	
Appalachian Regional Commission PREP	D	23.001	PA-8305-C37-18	285,000	256,500	-	285,000	285,000	28,500	
Total CFDA #23.001				570,000	285,000	28,500	285,000	285,000	28,500	-
Total Appalachian Regional Commission				772,000	386,000	27,201	385,484	385,484	26,685	-
U.S. Department of Commerce										
Economic Development Administration	D	11.302	ED16PHI3020010	210,000	53,612	29,625	23,987	23,987	-	
Economic Development Administration	D	11.302	ED19PHI3020010	70,000	13,555	-	26,272	26,272	12,717	
Total CFDA #11.302				280,000	67,167	29,625	50,259	50,259	12,717	-
Economic Development Cluster										
EDA Revolving Loan Fund	D	11.307	1390228b/139022801b	N/A	-	-	1,525,122	1,525,122	1,525,122	
Total CFDA #11.307 (Economic Development Cluster)				-	-	-	1,525,122	1,525,122	1,525,122	-
Total U.S. Department of Commerce				280,000	67,167	29,625	1,575,381	1,575,381	1,537,839	-
U.S. Department of Health and Human Services										
Passed-through Pennsylvania Department of Human Services:										
TANF Cluster										
EARN - TANF - Federal (New Directions - Performance Base	I	93.558	FY18: 70121	294,621	52,500	-	52,500	52,500	-	
EARN - TANF - Federal (New Directions - Performance Base	I	93.558	FY19: 70121	294,621	115,200	-	115,200	115,200	-	
EARN - TANF - Federal (New Directions)	I	93.558	FY18: 70121	547,153	63,329	63,329	-	-	-	
EARN - TANF - Federal (New Directions)	I	93.558	FY19: 70121	547,153	472,327	-	543,592	543,592	71,265	
WIOA Youth - TANF	I	93.558	130173361	129,975	10,972	10,972	-	-	-	
WIOA Youth - TANF	I	93.558	130183361	126,480	114,136	-	126,480	126,480	12,344	
Total CFDA #93.558				1,940,003	828,464	74,301	837,772	837,772	83,609	677,053
Total TANF Cluster				1,940,003	828,464	74,301	837,772	837,772	83,609	677,053
Total U.S. Department of Health and Human Services				1,940,003	828,464	74,301	837,772	837,772	83,609	677,053

Northern Tier Regional Planning and Development Commission

Schedule of Expenditures of Federal Awards

For the year ended June 30, 2019

Federal Grantor/Pass-Through Grantor/ Program or Cluster Title	Funding Source Code	Federal CFDA Number	Pass-Through Entity's Number	Award Amount	Cash Receipts	Accrued or (Unearned) Revenue at July 1, 2018	Revenues Recognized	Federal Expenditures	Accrued or (Unearned) Revenue at June 30, 2019	Expenses Passed Through to Subrecipients
U.S. Department of Labor										
Passed-through Pennsylvania Department of Labor & Industry:										
WIOA Cluster										
Adult	I	17.258	130173001	51,152	3,793	3,793	-	-	-	-
Adult	I	17.258	130173011	374,629	113,909	76,446	37,463	37,463	-	-
Adult	I	17.258	130173005	244	220	-	244	244	24	-
Adult	I	17.258	130183001	76,612	68,951	-	68,951	68,951	-	-
Adult	I	17.258	130183011	408,428	210,494	-	334,429	334,429	123,935	-
SLIP	I	17.258	130163133	30,157	11,478	-	30,157	30,157	18,679	-
SLIP	I	17.258	130183032	64,622	-	-	4,327	4,327	4,327	-
Total CFDA #17.258				1,005,844	408,845	80,239	475,571	475,571	146,965	422,245
Youth	I	17.259	130173301	449,995	147,281	76,602	77,206	77,206	6,527	-
Youth	I	17.259	130173306	2,303	2,072	-	2,303	2,303	231	-
Youth	I	17.259	130183301	504,421	344,479	-	374,024	374,024	29,545	-
Youth - Teacher in the Workplace	I	17.259	130173342	10,078	10,078	-	10,078	10,078	-	-
Total CFDA #17.259				966,797	503,910	76,602	463,611	463,611	36,303	374,126
Dislocated Worker	I	17.278	130174001	137,908	11,067	8,190	2,877	2,877	-	-
Dislocated Worker	I	17.278	130174011	624,048	167,273	3,009	170,839	170,839	6,575	-
Dislocated Worker	I	17.278	130174005	693	624	-	693	693	69	-
Dislocated Worker	I	17.278	130184001	174,708	157,237	-	157,406	157,406	169	-
Dislocated Worker	I	17.278	130184011	708,526	319,748	-	385,519	385,519	65,771	-
Dislocated Worker - transferred to Adult	I	17.278	130173013	114,444	108,816	30,867	83,577	83,577	5,628	-
Dislocated Worker - Rapid Response	I	17.278	130154155	35,652	5,094	5,094	-	-	-	-
Dislocated Worker - Rapid Response	I	17.278	130174151	96,593	62,013	48,618	17,539	17,539	4,144	-
Dislocated Worker - BEP	I	17.278	130174131	138,434	124,027	250	127,817	127,817	4,040	-
Fil 4 Work	I	17.278	130164134	139,000	9,423	9,423	-	-	-	-
SLIP	I	17.278	130174132	96,175	92,457	30,344	62,113	62,113	-	-
Total CFDA #17.278				2,266,181	1,057,779	135,795	1,008,380	1,008,380	86,396	754,223
Total WIOA Cluster				4,238,822	1,970,534	292,636	1,947,562	1,947,562	269,664	1,550,594
Disaster Grant (RSAB Sector Partnership NEG)	I	17.277	130155103	28,690	1,794	1,794	-	-	-	-
Disaster Grant (Loyalsock Creek NEG)	I	17.277	130167701	194,652	26,963	329	26,454	26,454	(180)	-
Total Disaster Grants (CFDA #17.277)				223,342	28,757	2,123	26,454	26,454	(180)	23,692
Total U.S. Department of Labor				4,462,164	1,999,291	294,759	1,974,016	1,974,016	269,484	1,574,286

Northern Tier Regional Planning and Development Commission

Schedule of Expenditures of Federal Awards

For the year ended June 30, 2019

Federal Grantor/Pass-Through Grantor/ Program or Cluster Title	Funding Source Code	Federal CFDA Number	Pass-Through Entity's Number	Award Amount	Cash Receipts	Accrued or (Unearned) Revenue at July 1, 2018	Revenues Recognized	Federal Expenditures	Accrued or (Unearned) Revenue at June 30, 2019	Expenses Passed Through to Subrecipients
U.S. Department of Transportation										
Passed-through the Pennsylvania Department of Transportation, Center for Program Development and Management: Highway Planning and Construction Cluster										
Rural Transportation Planning Grant	I	20.205	FY17-18: 521176-A	23,707	3,270	3,270	-	-	-	-
Rural Transportation Planning Grant	I	20.205	FY17-18: 521176-B	433,131	81,897	81,897	-	-	-	-
Rural Transportation Planning Grant	I	20.205	FY17-18: 521176-C	27,137	705	705	-	-	-	-
Rural Transportation Planning Grant	I	20.205	FY17-18: 521176-D	16,026	1,862	1,862	-	-	-	-
Rural Transportation Planning Grant	I	20.205	FY17-18: 521176-F	60,000	10,961	10,961	-	-	-	-
Rural Transportation Planning Grant (EMTA)	I	20.205	FY17-18: 521176-A-EMTA	12,000	6,000	6,000	-	-	-	-
Rural Transportation Planning Grant (EMTA)	I	20.205	FY17-18: 521176-B-EMTA	60,000	30,000	30,000	-	-	-	-
Rural Transportation Planning Grant (EMTA)	I	20.205	FY17-18: 521176-C-EMTA	14,000	7,000	7,000	-	-	-	-
Rural Transportation Planning Grant (EMTA)	I	20.205	FY17-18: 521176-D-EMTA	10,000	5,000	5,000	-	-	-	-
Rural Transportation Planning Grant (EMTA)	I	20.205	FY17-18: 521176-E-EMTA	4,000	2,000	2,000	-	-	-	-
Rural Transportation Planning Grant (EMTA)	I	20.205	FY17-18: 521176-G-EMTA	15,000	15,000	15,000	-	-	-	-
Rural Transportation Planning Grant	I	20.205	FY19-20: 521176-A	27,500	8,408	-	10,656	10,656	2,248	-
Rural Transportation Planning Grant	I	20.205	FY19-20: 521176-B	432,500	129,142	-	168,016	168,016	38,874	-
Rural Transportation Planning Grant	I	20.205	FY19-20: 521176-C	27,500	9,547	-	9,645	9,645	98	-
Rural Transportation Planning Grant	I	20.205	FY19-20: 521176-D	27,500	648	-	1,213	1,213	565	-
Rural Transportation Planning Grant	I	20.205	FY19-20: 521176-F	60,000	22,591	-	30,000	30,000	7,409	-
Rural Transportation Planning Grant (EMTA)	I	20.205	FY19-20: 521176-A-EMTA	13,000	-	-	6,500	6,500	6,500	-
Rural Transportation Planning Grant (EMTA)	I	20.205	FY19-20: 521176-B-EMTA	60,500	-	-	30,250	30,250	30,250	-
Rural Transportation Planning Grant (EMTA)	I	20.205	FY19-20: 521176-C-EMTA	14,000	-	-	7,000	7,000	7,000	-
Rural Transportation Planning Grant (EMTA)	I	20.205	FY19-20: 521176-D-EMTA	11,000	-	-	5,500	5,500	5,500	-
Rural Transportation Planning Grant (EMTA)	I	20.205	FY19-20: 521176-E-EMTA	4,500	-	-	2,250	2,250	2,250	-
Total CFDA #20.205				1,353,001	334,031	163,695	271,030	271,030	100,694	51,500
Total Highway Planning and Construction Cluster				1,353,001	334,031	163,695	271,030	271,030	100,694	51,500
Total U.S. Department of Transportation				1,353,001	334,031	163,695	271,030	271,030	100,694	51,500
U.S. Department of Defense										
Passed-through the Southern Alleghenies Planning & Development Commission										
Procurement Grant	I	12.002	SP4800-18-2-1879	62,533	43,862	15,878	27,984	27,984	-	-
Procurement Grant	I	12.002	SP4800-19-2-1979-NC-0024	62,500	17,756	-	29,546	29,546	11,790	-
Total CFDA #12.002				125,033	61,618	15,878	57,530	57,530	11,790	-
Passed-through the Pennsylvania Department of Community and Economic Development										
Pennsylvania Defense Industry Assistance Partnership	I	12.617	C000066383	48,630	18,275	13,902	13,624	13,624	9,251	-
Total CFDA #12.617				48,630	18,275	13,902	13,624	13,624	9,251	-
Total U.S. Department of Defense				173,663	79,893	29,780	71,154	71,154	21,041	-
Total expenditures of federal awards				\$ 8,980,831	\$ 3,694,846	\$ 619,361	\$ 5,114,837	\$ 5,114,837	\$ 2,039,352	\$ 2,302,839

Northern Tier Regional Planning and Development Commission

Schedule of Expenditures of Federal Awards

For the year ended June 30, 2019

	<u>Federal CFDA Number</u>	<u>Loan Period Beginning/ Ending Date</u>	<u>Program Amount</u>	<u>Loan Balance July 1, 2018</u>	<u>Drawdowns</u>	<u>Payments</u>	<u>Loan Balance June 30, 2019</u>
U.S. Department of Agriculture							
Farmers Home Administration							
Intermediary Relending Program	10.767	7/92-7/28	\$ 500,000	\$ 38,870	\$ -	\$ 20,177	\$ 18,693
Farmers Home Administration							
Intermediary Relending Program	10.767	6/96-6/32	500,000	<u>132,191</u>	<u>-</u>	<u>19,172</u>	<u>113,019</u>
Total U.S. Department of Agriculture				<u>\$ 171,061</u>	<u>\$ -</u>	<u>\$ 39,349</u>	<u>\$ 131,712</u>

Northern Tier Regional Planning and Development Commission
Notes to Schedule of Expenditures of Federal Awards
June 30, 2019

1. Basis of Presentation

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal grant activity of Northern Tier Regional Planning and Development Commission (the "Commission") under programs of the federal government for the year ended June 30, 2019. The information in this schedule is presented in accordance with the requirements of the Office of Management and Budget (OMB) Uniform Guidance. Because the schedule presents only a selected portion of the operations of the Commission, it is not intended to and does not present the financial position, changes in net assets or cash flows of the Commission.

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 OMB Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Pass-through entity identifying numbers are presented where available.

3. Revolving Loan Programs

The Commission administers a Revolving Loan Fund Program funded by the funded by the U.S. Department of Agriculture and passed through the Farmers Home Administration Intermediary Relending Program (FMHA-IRP). Loans outstanding at June 30, 2019 were \$226,612.

The Commission administers a Revolving Loan Fund Program funded by the U.S. Department of Agriculture and passed through the Farmers Home Administration Small Business Loan Program (FMHA-SBLP). Loans outstanding at June 30, 2019 were \$785,356.

The Commission administers a Revolving Loan Fund Program funded by the U.S. Department of Agriculture and passed through the Farmers Home Administration Rural Business Enterprise Grant Program (FMHA-RBEG). Loans outstanding at June 30, 2019 were \$542,987.

The Commission administers a Revolving Loan Fund Program funded by the U.S. Department of Commerce, Economic Development Administration and matching funds from the Appalachian Regional Commission Governments (EDA/ARC). Loans outstanding at June 30, 2019 were \$2,235,020.

Northern Tier Regional Planning and Development Commission
Notes to Schedule of Expenditures of Federal Awards
June 30, 2019

4. Indirect Cost

The Commission has not elected to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance. Instead, an indirect cost rate of up to 28.94% was used, limited by funder requirements. The Commission's indirect rates are submitted to the U.S. Department of Commerce for approval.

5. EDA Revolving Loan Fund

The Commission administers one EDA Revolving Loan Fund (CFDA No. 11.307) funded by the U.S. Department of Commerce. At June 30, 2019, the Federal Awards Expended was calculated as follows:

Original federal grant	\$ 500,000.00
Total amount loaned with local match	<u>166,668.00</u>
Federal share of RLF	<u>75%</u>
Cash and investment balance in RLF at 06/30/2019	\$ 236,429.17
Outstanding balance of RLF loans, 06/30/2019	1,793,549.05
Administrative expenses paid out of RLF income during FYE 06/30/2019	3,517.50
Loan write-offs during FYE 06/30/2019	<u>-</u>
Sum of EDA dollars/Total project costs	2,033,495.72
Total EDA Share (noted above)	<u>75%</u>
Total economic adjustment assistance	<u><u>\$ 1,525,121.79</u></u>



Independent Auditors' 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

Board of Directors
Northern Tier Regional Planning and Development Commission
Towanda, Pennsylvania

We have audited, in accordance with the auditing standards generally accepted in the United States of America 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 governmental activities, the business-type activities and each major fund of Northern Tier Regional Planning and Development Commission (the "Commission") as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements as listed in the table of contents, and have issued our report thereon dated March 13, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Commission's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of the Commission'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 over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be 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.

Independent Auditors' 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*
(Cont'd)

Board of Directors
Northern Tier Regional Planning and Development Commission

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Commission'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 determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *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 entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

J. H. Williams & Co., LLP

March 13, 2020



Independent Auditors' Report on Compliance for Each Major
Federal Program and Report on Internal Control Over
Compliance Required by the Uniform Guidance

Board of Directors
Northern Tier Regional Planning and Development Commission
Towanda, Pennsylvania

Report on Compliance for Each Major Federal Program

We have audited Northern Tier Regional Planning and Development Commission's (the "Commission") compliance with the types of compliance requirements described in the U.S. *Office of Management and Budget (OMB) Compliance Supplement* that could have a direct and material effect on each of the Commission's major federal programs for the year ended June 30, 2019. The Commission's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and terms and conditions of its federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the Commission's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America, 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 (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Commission's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the Commission's compliance.

Independent Auditors' Report on Compliance for Each Major
Federal Program and Report on Internal Control Over
Compliance Required by the Uniform Guidance
(Cont'd)

Board of Directors
Northern Tier Regional Planning and Development Commission

Opinion on Each Major Federal Program

In our opinion, the Commission 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 June 30, 2019.

Report on Internal Control over Compliance

Management of the Commission is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Commission's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program 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 internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Commission's 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 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 first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

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.



March 13, 2020

Northern Tier Regional Planning and Development Commission
Schedule of Findings and Questioned Costs
For the year ended June 30, 2019

Section I - Summary of Auditors' Results

Financial Statements

Type of auditors' report issued: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? _____ yes X no
- Significant deficiency(ies) identified that are not considered to be material weaknesses? _____ yes X none reported

Noncompliance material to financial statements noted? _____ yes X no

Federal Awards

Internal control over major programs:

- Material weakness(es) identified? _____ yes X no
- Significant deficiency(ies) identified that are not considered to be material weaknesses? _____ yes X none reported

Type of auditor's report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? _____ yes X no

Identification of major programs:

CFDA Number(s)	Name of Federal Program or Cluster
23.001 93.558	Appalachian Regional Commission PREP TANF Cluster

Dollar threshold used to distinguish between Type A and Type B programs: \$750,000

Auditee qualified as low-risk auditee? X yes _____ no

Section II - Financial Statement Findings

None.

Section III - Federal Award Findings and Questioned Costs

None.

Section IV – Summary of Prior Year Findings

None.



Independent Accountants' Report on
Applying Agreed-Upon Procedures on the
Schedule of WIOA Expenditures by
Program Identifiers and Cost Categories

Board of Directors
Northern Tier Regional Planning and Development Commission
Towanda, Pennsylvania

We have performed the procedures enumerated below, which were agreed to by the Board of Directors of Northern Tier Regional Planning and Development Commission (the "Commission") and the Commonwealth of Pennsylvania, Department of Labor and Industry, to the accompanying financial schedules of the Commission for the fiscal year ended June 30, 2019, solely to assist you in complying with the requirements of the Pennsylvania Department of Labor and Industry. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the Board of Directors of the Commission and the Commonwealth of Pennsylvania Department of Labor and Industry. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Procedures and findings are as follows:

- (a) We verified the clerical accuracy of the Commission's summarization of amounts reported on the monthly Financial Status Report (FSR) submitted to the Commonwealth of Pennsylvania, Department of Labor and Industry during the fiscal year ended June 30, 2019 and the report of the summarized, fiscal year totals on the respective formats as presented in the WIOA Policies and Procedures Manual. This procedure was performed for the WIOA expenditures by program identifier and cost category included on pages 41 through 44 administered by the Commission which were funded in whole, or in part, by the Commonwealth of Pennsylvania, Department of Labor and Industry. No findings were noted.
- (b) We inquired of management regarding any adjustment to reported revenues or expenditures which were not reflected on reports submitted to the Commonwealth of Pennsylvania Department of Labor and Industry. No findings were noted.

Independent Accountants' Report on
Applying Agreed-Upon Procedures on the
Schedule of WIOA Expenditures by
Program Identifiers and Cost Categories
(Cont'd)

Board of Directors
Northern Tier Regional Planning and Development Commission

We were not engaged to, and did not, conduct an audit or review, the objective of which would be the expression of an opinion or conclusion on the financial schedules referred to above. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Board of Directors of the Northern Tier Regional Planning and Development Commission and the Commonwealth of Pennsylvania, Department of Labor and Industry and is not intended to be and should not be used by anyone other than these specified parties.

J. H. Williams & Co., LLP

March 13, 2020

Northern Tier Regional Planning and Development Commission

Schedule of WIOA Expenditures by Program Identifiers and Cost Categories

For the year ended June 30, 2019

<u>Title</u>	<u>Contract Number</u>	<u>Contract Period</u>	<u>Cost Category</u>	<u>Authorized Budget</u>	<u>Cumulative Claimed</u>	<u>Actual Budget</u>	<u>(Over) Under</u>
Adult Program - 2017 Second Increment	130173011	10/01/17-06/30/19	ADMINISTRATION	\$ 37,463	\$ 37,463	\$ 37,463	\$ -
			DIRECT TRAINING	337,166	337,166	337,166	-
			CONTRACT TOTAL	374,629	374,629	374,629	-
DW transfer to Adult Program - 2017 Third Increment (DW Transfer)	130173013	10/01/17-06/30/19	ADMINISTRATION	11,444	10,326	11,444	1,118
			DIRECT TRAINING	103,000	104,118	103,000	(1,118)
			CONTRACT TOTAL	114,444	114,444	114,444	-
Adult Program - 2017 Third Increment	130173005	04/01/18-06/30/19	ADMINISTRATION	24	24	24	-
			DIRECT TRAINING	220	220	220	-
			CONTRACT TOTAL	244	244	244	-
Adult Program - 2018 First Increment	130183001	07/01/18-06/30/20	ADMINISTRATION	7,661	-	7,661	7,661
			DIRECT TRAINING	68,951	68,951	68,951	-
			CONTRACT TOTAL	76,612	68,951	76,612	7,661
Adult Program - 2018 Second Increment	130183011	10/01/18-06/30/20	ADMINISTRATION	40,843	-	40,843	40,843
			DIRECT TRAINING	367,585	334,429	367,585	33,156
			CONTRACT TOTAL	408,428	334,429	408,428	73,999
Youth Program - 2017 First Increment	130173301	04/01/17-06/30/19	ADMINISTRATION	44,997	44,997	44,997	-
			IN SCHOOL YOUTH	42,168	42,168	42,168	-
			OUT OF SCHOOL	362,830	362,830	362,830	-
			CONTRACT TOTAL	449,995	449,995	449,995	-
Youth Program - 2017 Second Increment	130173306	04/01/18-06/30/19	ADMINISTRATION	230	230	230	-
			IN SCHOOL YOUTH	518	518	518	-
			OUT OF SCHOOL	1,554	1,554	1,554	-
			CONTRACT TOTAL	2,302	2,302	2,302	-

Northern Tier Regional Planning and Development Commission

Schedule of WIOA Expenditures by Program Identifiers and Cost Categories

For the year ended June 30, 2019

<u>Title</u>	<u>Contract Number</u>	<u>Contract Period</u>	<u>Cost Category</u>	<u>Authorized Budget</u>	<u>Cumulative Claimed</u>	<u>Actual Budget</u>	<u>(Over) Under</u>
Youth Program - 2018	130183301	04/01/18-06/30/20	ADMINISTRATION	50,442	-	50,442	50,442
			IN SCHOOL YOUTH	38,957	29,523	38,957	9,434
			OUT OF SCHOOL	415,022	344,501	415,022	70,521
			CONTRACT TOTAL	504,421	374,024	504,421	130,397
Dislocated Worker Program - 2017 First Increment	130174001	07/01/17-06/30/19	ADMINISTRATION	13,791	13,791	13,791	-
			DIRECT TRAINING	124,117	124,117	124,117	-
			CONTRACT TOTAL	137,908	137,908	137,908	-
Dislocated Worker Program - 2017 Second Increment	130174011	10/01/17-06/30/19	ADMINISTRATION	62,405	59,149	62,405	3,256
			DIRECT TRAINING	561,643	564,899	561,643	(3,256)
			CONTRACT TOTAL	624,048	624,048	624,048	-
Dislocated Worker Program - 2017 Third Increment	130174005	04/01/18-06/30/19	ADMINISTRATION	69	69	69	-
			DIRECT TRAINING	624	624	624	-
			CONTRACT TOTAL	693	693	693	-
Dislocated Worker Program - 2018 First Increment	130184001	07/01/18-06/30/20	ADMINISTRATION	17,471	169	17,471	17,302
			DIRECT TRAINING	157,237	157,237	157,237	-
			CONTRACT TOTAL	174,708	157,406	174,708	17,302
Dislocated Worker Program - 2018 Second Increment	130184011	10/01/18-06/30/20	ADMINISTRATION	70,853	-	70,853	70,853
			DIRECT TRAINING	637,673	385,519	637,673	252,154
			CONTRACT TOTAL	708,526	385,519	708,526	323,007
18 DW RR Additional Assistance - Second Increment	130174151	10/01/17-12/31/19	ADMINISTRATION	-	-	-	-
			DIRECT TRAINING	96,593	90,109	96,593	6,484
			CONTRACT TOTAL	96,593	90,109	96,593	6,484

Northern Tier Regional Planning and Development Commission

Schedule of WIOA Expenditures by Program Identifiers and Cost Categories

For the year ended June 30, 2019

<u>Title</u>	<u>Contract Number</u>	<u>Contract Period</u>	<u>Cost Category</u>	<u>Authorized Budget</u>	<u>Cumulative Claimed</u>	<u>Actual Budget</u>	<u>(Over) Under</u>
WIOA Youth - TANF	130183361	07/01/18-06/30/19	ADMINISTRATION	18,972	18,972	18,972	-
			DIRECT TRAINING	107,508	107,508	107,508	-
			CONTRACT TOTAL	126,480	126,480	126,480	-
17 WIOA Youth - Teacher in the Workplace	130173342	06/01/18-06/30/19	ADMINISTRATION	-	-	-	-
			DIRECT TRAINING	10,078	10,078	10,078	-
			CONTRACT TOTAL	10,078	10,078	10,078	-
17 BEP	130174131	06/01/18-09/30/19	ADMINISTRATION	-	-	-	-
			DIRECT TRAINING	138,434	128,067	138,434	10,367
			CONTRACT TOTAL	138,434	128,067	138,434	10,367
Fit 4 Work (ReEmployment)	130171038	04/01/18-09/30/19	ADMINISTRATION	-	-	-	-
			DIRECT TRAINING	149,919	105,515	149,919	44,404
			CONTRACT TOTAL	149,919	105,515	149,919	44,404
Fit 4 Work (Bradford County)	NA	07/01/18-06/30/19	ADMINISTRATION	-	-	-	-
			DIRECT TRAINING	15,000	15,000	15,000	-
			CONTRACT TOTAL	15,000	15,000	15,000	-
SLIP	130174132	04/01/18-10/31/18	ADMINISTRATION	8,743	8,743	8,743	-
			DIRECT TRAINING	87,432	87,432	87,432	-
			CONTRACT TOTAL	96,175	96,175	96,175	-
SLIP	130163133	02/01/19-06/30/19	ADMINISTRATION	-	-	-	-
			DIRECT TRAINING	30,157	30,157	30,157	-
			CONTRACT TOTAL	30,157	30,157	30,157	-

Northern Tier Regional Planning and Development Commission

Schedule of WIOA Expenditures by Program Identifiers and Cost Categories

For the year ended June 30, 2019

<u>Title</u>	<u>Contract Number</u>	<u>Contract Period</u>	<u>Cost Category</u>	<u>Authorized Budget</u>	<u>Cumulative Claimed</u>	<u>Actual Budget</u>	<u>(Over) Under</u>
SLIP	130183032	02/01/19-09/30/19	ADMINISTRATION	-	-	-	-
			DIRECT TRAINING	64,622	4,327	64,622	60,295
			CONTRACT TOTAL	64,622	4,327	64,622	60,295
NEG Funding Loyalsock Creek	130167701	01/01/17-12/31/19	ADMINISTRATION	14,052	9,464	14,052	4,588
			DIRECT TRAINING	180,600	17,983	180,600	162,617
			CONTRACT TOTAL	194,652	27,447	194,652	167,205
Capacity Building (ReEmployment)	130171036	02/01/18-12/31/19	ADMINISTRATION	-	-	-	-
			DIRECT TRAINING	30,312	18,074	30,312	12,238
			CONTRACT TOTAL	30,312	18,074	30,312	12,238
Apprenticeship (ReEmployment)	130171037	02/01/18-12/31/19	ADMINISTRATION	-	-	-	-
			DIRECT TRAINING	45,000	8,938	45,000	36,062
			CONTRACT TOTAL	45,000	8,938	45,000	36,062
17 TANF - Federal (New Directions - Performance Based)	70121	07/01/17-06/30/19	DIRECT TRAINING	294,621	157,600	294,621	137,021
			CONTRACT TOTAL	294,621	157,600	294,621	137,021
18 TANF - Federal (New Directions)	70121	07/01/18-06/30/19	ADMINISTRATION	84,177	80,616	84,177	3,561
			DIRECT TRAINING	462,976	462,976	462,976	-
			CONTRACT TOTAL	547,153	543,592	547,153	3,561
18 TANF - Federal (New Directions - Performance Based)	70121	07/01/18-06/30/19	DIRECT TRAINING	294,621	115,200	294,621	179,421
			CONTRACT TOTAL	294,621	115,200	294,621	179,421