

# EPILEPSY SERVICES FOUNDATION, INC

## SEPTEMBER 30, 2024



Kendrick CPA LLC  
260 Manning Road SW, U52  
Marietta, GA 30064

**Kendrick CPA, LLC**  
260 Manning Road SW, Unit 52  
Marietta, Georgia 30064  
678-491-6038

W. Darron Kendrick, CPA  
Licensed in Florida, Georgia and Mississippi

Member: Georgia Society of CPAs  
and the AICPA

**Independent Auditor's Report**

The Board of Directors  
The Epilepsy Services Foundation Inc  
Tampa, Florida

***Opinion***

We have audited the financial statements of The Epilepsy Services Foundation Inc which comprise the statement of financial position as of September 30, 2024, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of The Epilepsy Services Foundation Inc as of September 30, 2024, and the results of its operations and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

***Basis for Opinion***

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Epilepsy Services Foundation, Inc and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation

and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Epilepsy Services Foundation Inc's ability to continue as a going concern for twelve months from the date of this report.

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users made on the basis of these financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Epilepsy Services Foundation, Inc 's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events considered in the aggregate, that raise substantial doubt about Epilepsy Services Foundation, Inc's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control–related matters that we identified during the audit.

*Kendrick CPA LLC*

Kendrick CPA LLC

Marietta, GA

April 13, 2025

Epilepsy Services Foundation, Inc.  
Statement of Financial Position  
As of September 30, 2024

**Assets**

Current Assets

Cash	\$ 74,725
Other	4,041
Total Current Assets	<u>78,766</u>

Fixed Assets

Buildings & Improvements	626,874
Equipment & Fixtures	5,418
Sub Total	<u>632,292</u>
Accumulated Depreciation	<u>(354,660)</u>
Total Buildings & Equipment, net	277,633

Land & Improvements	<u>70,340</u>
Total Fixed Assets	347,973

Other Assets

Investments	652,883
Loan costs, net of accumulated amortization	<u>412</u>
Total other Assets	653,295

<b>Total Assets</b>	<b><u><u>1,080,034</u></u></b>
---------------------	--------------------------------

**Liabilities and Net Assets**

Current Liabilities

Accrued Liabilities	<u>2,715</u>
Total Current Liabilities	2,715

Net Assets

Net Assets Without Restrictions	<u>1,077,319</u>
---------------------------------	------------------

<b>Total Liabilities and Net Assets</b>	<b><u><u>1,080,034</u></u></b>
---	--------------------------------

**Epilepsy Services Foundation, Inc.**  
**Statement of Activities**  
**As of September 30, 2024**

	2024
<b>Revenue</b>	
Contributed support	49,244
Fundraising	72,665
Grant Funds	20,650
Community Foundation Interest / Dividend	12,008
Unrealized Gains / Losses	92,651
Other Income	1,215
Rental Income	39,476
Total Revenue	<u>287,909</u>
 <b>Expenses</b>	
Program Services	79,273
Management & General	72,201
Fundraising	66,451
Total Expenses	<u>217,925</u>
 Depreciation and Amortization Expense	20,225
 <b>Increase in Net Assets Without Donor Restriction</b>	49,759
 <b>Net Assets Without Donor Restriction, Beginning</b>	<u>1,027,560</u>
 <b>Net Assets Without Donor Restriction, Ending</b>	<u><u>1,077,319</u></u>

**Epilepsy Services Foundation, Inc**  
**Statement of Cash Flows**  
**As of September 30 2024**

Cash Flows From Operations

Net Increase in Net Assets	49,759
Add: Depreciation and Amortization	20,225
Unrealized Capital Gain	(72,974)
Increase in current assets	(37,058)
Increase (decrease) in current liabilities	(1,577)
Total Cash Flow from Operations	<u>(41,625)</u>

Investing Activities:

Increase in Fixed Assets	(4,861)
Increase in investments	9,344
Total cash from investing activities	<u>4,483</u>

**Net change in cash** (37,142)

**Beginning cash** 111,867

**Ending cash** 74,725

**Epilepsy Foundation**  
**Statement of Functional Expenses**  
**As of September 30, 2024**

	<b>Program Services</b>	<b>Management &amp; General</b>	<b>Fundraising</b>	<b>Totals</b>
Salaries and Payroll Expense	42,165	26,310	33,811	102,286
Audit/Accounting	375	1,417	708	2,500
Office & Administration	2,578	8,401	1,037	12,017
Property/Liability Insurance	1,642	10,015	1,642	13,299
Occupancy	5,067	13,524	1,502	20,093
Misc. Occupation Costs				-
Food for Meetings/Volunteers	571			571
Specific Assistance – Individual	725			725
Camp – Summer	6,000			6,000
Family Retreats	3,750			3,750
Zoo Outing	10,767			10,767
Misc. Program Expenses	1,133			1,133
Scholarships	4,500			4,500
Membership Fees/Dues		1,703		1,703
Flowers/Gifts		60		60
Walk for Epilepsy-Pinellas			4,037	4,037
Gala			16,282	16,282
SeptemBEERfest			1,869	1,869
Walk for Epilepsy-Hillsborough			5,123	5,123
Misc. Event Expenses			-	-
Miscellaneous Expenses		2,538		2,538
Professional Development		3,754		3,754
Misc. Fundraising Expenses			440	440
Management Fee Expense (Community Foundation)		4,479		4,479
<b>Total expenses</b>	<b>79,273</b>	<b>72,201</b>	<b>66,451</b>	<b>217,925</b>



September 30, 2024

## NOTE 1 - ORGANIZATION AND NATURE OF ACTIVITIES

Epilepsy Services Foundation (the Organization) offers programs and services that are designed to increase understanding of epilepsy, promote dialogue between persons with epilepsy, families and others dealing with the impact of epilepsy. Epilepsy Services Foundation offers current information about epilepsy, support, encouragement and hope to persons who find themselves struggling with the day-to-day challenges and fears associated with this chronic medical condition.

The Organization raises funds to provide scholarships for kids with epilepsy to attend Camp Boggy Creek for Summer Camp and Family Retreat Weekends, college scholarships for students affected by epilepsy to pursue a college degree, Seizure First Aid training, epilepsy education, parent and young adult support groups, events and outings for families who walk a similar path with epilepsy to get to know each other, and to provide funding for medical support services.

Epilepsy Services Foundation has provided services in the Tampa Bay community for over 50 years.

## NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### *Basis of Accounting*

The financial statements of the Organization have been prepared on the accrual basis of accounting and, accordingly, reflect all significant receivables, payables and other liabilities. Revenues are recorded when earned and expenses are recorded when incurred.

### *Net Assets*

Net assets of the Organization are classified based on the presence or absence of donor-imposed restrictions. Net assets are comprised of two groups as follows:

1. Net assets without donor restrictions - Amounts that are not subject to usage restrictions based on donor-imposed requirements. This class also includes assets previously restricted where restrictions have expired or been met.
2. Net assets with donor restrictions - Assets subject to usage limitations based on donor-imposed or grantor restrictions. These restrictions may be temporary or may be based on a particular use. Restrictions may be met by the passage of time or by actions of the Organization. Certain restrictions may need to be maintained in perpetuity.

Earnings related to restricted net assets will be included in net assets without donor-restrictions unless otherwise specifically required to be included in donor-restricted net assets by the donor or by applicable state law.

### *Use of Estimates*

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported

amounts and disclosure. Accordingly, actual results could differ from these estimates.

### *Contributions*

Contributions represent public support and are recognized when the donor makes a promise to give that is, in substance, unconditional. Contributions received are recorded as without donor restrictions or with donor restrictions depending on the existence and/or nature of donor restrictions. When a restriction expires, restricted net assets are reclassified to net assets without donor restrictions. The Organization has determined that there were no contributions with donor restrictions as of September 30, 2024.

### *Income Tax*

The Organization is a not-for-profit corporation, which is tax-exempt under Section 501(c)(3) of the Internal Revenue Service Code (IRC), whereby only unrelated business income, as defined by IRC Section 512(a)(1) is subject to federal income tax. The Organization had no unrelated business income subject to taxes for the year ended September 30, 2024.

In addition, the Organization qualifies for the charitable contribution deduction under IRC 170(b)(1)(a) and has been classified as an organization that is not a private foundation under IRC Section 509(a)(2). The determination letter of tax-exempt status by the Internal Revenue Service was dated 1994.

The Organization has evaluated its uncertain tax positions as required by FASB ASC 740-10 (FIN 48), Accounting for Uncertainty in Income Taxes, and finds no uncertainties or tax contingencies that require disclosure. The Organization's Form 990, Return of an Organization Exempt From Income Tax, are subject to examination by the Internal Revenue Service generally for a three-year period after filing. The three prior periods remain open for routine examinations.

### *Property and Equipment*

Property and equipment, including improvements to existing assets are recorded at cost. Donations of property and equipment are recorded at fair market value at the date of donation. Depreciation is computed using the straight-line method over the estimated useful life of the underlying asset(s) ranging from 5 to 7 years. Repair and maintenance costs that do not extend the useful life of the asset are charged to expense as incurred.

### *Contributed Services*

The Organization follows the provisions of FASB ASC 958, Not-For-Profit Entities, which indicates recognition of contributed services should be recognized only if the service creates or enhances a non-financial asset or the service provides specialized skills that would need to be purchased if not provided by donation. Accordingly, the Organization has recorded in-kind donations in its financial statements for

food, donated services and donated hard goods made available to its qualified recipients.

In-kind donations are valued at fair market value of the same or similar items as advertised for sale at retail outlets in the Organization's area.

#### *Cash and Cash Equivalents*

The Organization considers cash on hand, cash in bank, certificates of deposit, and all highly liquid investments with maturity of twelve months or less, when purchased, to be cash and cash equivalents.

### **NOTE 3 - LIQUIDITY, AVAILABILITY AND RESERVES OF FUNDS MANAGEMENT**

To improve the understanding of an organization's liquidity and how the assets are being managed, ASU 2016-14 requires organizations to disclose information about the liquidity of assets and the short-term demands on those assets. The following reflects the Organization's financial assets at the balance sheet date reduced by amounts not available for general use because of contractual or donor-imposed restrictions within one year of the balance sheet date.

Financial Assets, at year-end	\$ 78,766
Financial assets available to meet cash needs for general expenditures within one year on September 30, 2024	<u>\$ 78,766</u>

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

### **NOTE 4 – FIXED ASSETS**

The Organization's fixed assets on September 30, 2024, consisted of the following:

	Beginning <u>Balance</u>	Additions <u>or (Retirements)</u>	Ending <u>Balance</u>
Furniture & Equipment	\$ 5,418		\$5,418
Buildings	339,588		339,588
Improvements	296,665	4,861	301,526
Land	<u>56,100</u>		<u>56,100</u>
Totals	<u>697,771</u>	<u>4,861</u>	<u>702,632</u>
Assets subject to depreciation			\$702,632
Accumulated depreciation			<u>(354,660)</u>
Fixed assets net of accumulated depreciation			<u>277,633</u>

Depreciation expense for the year ending September 30, 2024, \$20,113.

Amortization of loan costs expense for the year ending September 30, 2024 was \$112, leaving an unamortized balance of \$412 remaining.

#### **NOTE 5 - CONCENTRATION OF CREDIT RISK**

The Organization's cash balance held with financial institutions were insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000 per depositor without regard to the nature of the accounts. The Organization had no deposits in excess of the FDIC insurance limits at September 30, 2024

#### **NOTE 6 - FUNCTIONAL EXPENSES ALLOCATION**

Management allocates expenses using different methodologies depending on the expense category. Some expenses are based on direct allocation for specific projects and some on square footage of the main office building. Finally, some are allocated based on personnel salaries and their time spent on various duties. The costs of providing the program and activities have been summarized on a functional basis in the statement of activities.

#### **NOTE 7 - SUBSEQUENT EVENTS**

Events that occur after the balance sheet date, but before the financial statements are available to be issued, must be evaluated for recognition or disclosure. Management evaluated the activity of the Organization through April 14, 2025 the date the financial statements were available to be issued, and concluded that no subsequent events have occurred that would require recognition in the financial statements or disclosure in the notes to the financial statements.