# Bruno & Tervalon LLP Certified Public Accountants

# SOUTHERN UNIVERSITY SYSTEM FOUNDATION

FINANCIAL AUDIT
TOGETHER WITH
INDEPENDENT AUDITORS' REPORT

FOR THE YEAR ENDED JUNE 30, 2004

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 11-24-04

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Member

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#### **INDEPENDENT AUDITORS' REPORT**

To the Board of Directors

Southern University System Foundation
(A Not-For-Profit Organization)

Baton Rouge, Louisiana

We have audited the accompanying statement of financial position of the Southern University System Foundation (the Foundation) as of June 30, 2004, and the related statements of activities and cash flows for the year then ended. These financial statements are the responsibility of the Foundation's management. Our responsibility is to express an opinion on these financial statements based on our audit.

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

In our opinion, the financial statements referred to in the first paragraph present fairly, in all material respects, the financial position of the Southern University System Foundation as of June 30, 2004, and the changes in its net assets and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

# INDEPENDENT AUDITORS' REPORT (CONTINUED)

To the Board of Directors

Southern University System Foundation
(A Not-For-Profit Organization)

Baton Rouge, Louisiana

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Our audit was conducted for the purpose of forming an opinion on the basic financial statements taken as a whole. The supplementary information included in the report (shown on page 20) is presented for the purpose of additional analysis and is not a required part of the basic financial statements of **the Foundation**. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Bruno & Tervalon LLP
CERTIFIED PUBLIC ACCOUNTANTS

October 25, 2004

# SOUTHERN UNIVERSITY SYSTEM FOUNDATION STATEMENT OF FINANCIAL POSITION

JUNE 30, 2004

# **ASSETS**

Current Assets:	
Cash and cash equivalents (NOTE 2)	\$ 2,026,103
Certificates of deposit	436,959
Accounts receivable	174,955
Due from affiliate (NOTE 9)	13,399
Other assets	23,331
Unconditional promises to give (net allowance	
of \$171,314) (NOTES 2 AND 7)	86,171
Restricted Assets: (NOTE 2)	
Cash and cash equivalents	441,750
Certificates of deposit	106,867
Investments (NOTE 3)	2,377,878
Total current assets	5,687,413
Noncurrent Assets:	
Due from Millennium Housing, LLC (NOTE 10)	1,433,877
Unconditional promises to give (NOTES 2 AND 7)	226,750
Fixed assets (net of accumulated depreciation of	
\$442,246) (NOTE 4)	2,895,650
Total noncurrent assets	4,556,277
Total assets	\$ <u>10,243,690</u>

# SOUTHERN UNIVERSITY SYSTEM FOUNDATION STATEMENT OF FINANCIAL POSITION, CONTINUED JUNE 30, 2004

# **LIABILITIES**

Current Liabilities:	
Bank overdraft	\$ 16,389
Accounts payable and accrued liabilities	643,458
Accrued interest payable	10,067
Payroll taxes payable	5,565
Deferred revenue (NOTE 2)	53,000
Due to affiliate (NOTE 11)	2,955,858
Line of credit (NOTE 12)	944,809
Notes payable (NOTE 13)	194,263
Bonds payable (NOTE 14)	<u> 170,000</u>
Total current liabilities	4,993,409
Noncurrent Liabilities (NOTE 2):	
Notes payable (NOTE 13)	268,620
Bonds payable (NOTE 14)	1,360,000
Total noncurrent liabilities	<u>1,628,620</u>
Total liabilities	6,622,029
Net Assets (NOTE 2):	
Unrestricted	133,012
Temporarily restricted	2,015,246
Permanently restricted	1,473,403
Total net assets	<u>3,621,661</u>
Total liabilities and net assets	\$ <u>10,243,690</u>

# SOUTHERN UNIVERSITY SYSTEM FOUNDATION STATEMENT OF ACTIVITIES FOR THE YEAR ENDED JUNE 30, 2004

	<u>Unrestricted</u>	Temporarily Restricted	Permanently Restricted	<u>Total</u>
REVENUES AND OTHER SUPPORT				
Contributions and other support	\$ 30,519	\$1,663,110	\$ 222,657	\$1,916,286
Interest income (NOTE 2)	19,878	4,992	-0-	24,870
Other income	41,177	3,670	-0-	44,847
Other program support	26,048	186,988	-0-	213,036
In-kind revenue (NOTE 16)	172,600	-0-	-0-	172,600
Net assets released from restrictions:				
Satisfaction of program				
restrictions (NOTE 6)	<u>2,008,094</u>	(2,008,094)		-0-
Total revenues and other support	2,298,316	(149,334)	222,657	<u>2,371,639</u>
<u>EXPENSES</u>				
Program	1,959,262	-0-	<del>-</del> 0-	1,959,262
General	406,539	-0-	-0-	406,539
Fund raising	<u>10.017</u>	0-		10,017
Total expenses	2,375,818		0-	2,375,818
Changes in net assets	(77,502)	(149,334)	222,657	(4,179)
Net assets, beginning of year	210,514	2,164,580	1,250,746	3,625,840
Net assets, end of year	\$ <u>133,012</u>	\$ <u>2,015,246</u>	\$ <u>1.473,403</u>	\$ <u>3,621,661</u>

#### SOUTHERN UNIVERSITY SYSTEM FOUNDATION STATEMENT OF CASH FLOWS FOR THE YEAR ENDED JUNE 30, 2004

# CASH FLOWS FROM OPERATING ACTIVITIES:

Change in Net Assets:	\$ (4,179)
Adjustments to reconcile revenues in excess of	
expenses to net cash provided by operating activities:	
Depreciation and amortization	379,161
Decrease in accounts receivable	124,297
Decrease in notes receivable	4,743
Increase in net pledges receivable	(21,467)
Increase in other assets	(375)
Increase in due from Millennium Housing, LLC	(796,920)
Decrease in bank overdraft	(197)
Increase in accounts payable	143,498
Increase in payroll tax payable	875
Increase in deferred revenue	30,000
Increase in due to affiliate	268,097
Decrease in retainage payable	(4,960)
Decrease in accrued interest payable	(5,425)
Net provided by operating activities	117,148
CASH FLOWS FROM INVESTING ACTIVITIES:	
Purchase of investments	(209,057)
Purchase of certificates of deposit	(37,553)
Purchase of equipment	<u>(71,274</u> )
Net cash used in investing activities	(317,884)
CASH FLOWS FROM FINANCING ACTIVITIES:	
Proceeds from bank loan/line of credit	630,150
Repayments of notes payable/line of credit	(52,796)
Repayment of bonds payable	<u>(170,000</u> )
Net cash provided by financing activities	407,354
Net increase in cash and cash equivalents	206,618
Cash and cash equivalents, beginning of year	2,261,235
Cash and cash equivalents, end of year	\$ <u>2,467,853</u>
Interest paid in cash	\$ <u>120,536</u>

#### NOTE 1 - Organization and Purpose:

The Southern University System Foundation (the Foundation) is a non-profit corporation organized to promote the educational and cultural welfare of the Southern University and Agricultural and Mechanical College System and to develop, expand, and improve the University's facilities.

### NOTE 2 - Summary of Significant Accounting Policies:

#### Tax Exemption Status

The Foundation is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code.

### **Basis of Reporting**

The Foundation is a non-profit organization whose financial statements are prepared on the accrual basis. 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.

### Financial Statement Presentation

The Foundation has adopted the provision of Statement of Financial Accounting Standards No. 117, "Financial Statements of Not-for-Profit Organization", which establishes standards for external financial reporting by not-for-profit organizations and requires that resources be classified for accounting and reporting purposes into three net assets categories according to external (donor) imposed restrictions.

# NOTE 2 - Summary of Significant Accounting Policies, Continued:

Financial Statement Presentation, Continued

A description of the three net asset categories is as follows:

Unrestricted net assets include funds not subject to donor-imposed stipulations. The revenues received and expenses incurred in conducting the missions of the Foundation are included in this category.

Temporarily restricted net assets include realized gains and losses, investment income and gifts and contributions for which donor-imposed restrictions (capital improvements, etc.) have not been met.

Permanently restricted net assets are contributions which are required by the donor-imposed restriction to be invested in perpetuity and only the income be made available for program operations in accordance with the donor restrictions. Such income is reflected in temporarily restricted net assets until utilized for donor-imposed restrictions.

#### Promises to Give

Unconditional promises to give are recognized as contribution revenue and receivables in the period in which the promise is received. Promises to give are recorded at net realizable value if they are expected to be collected in one year and at the present value of their estimated future cash flows if they are expected to be collected in more than one year. The discounts on those amounts are computed using risk free interest rates applicable to the years in which the promises are received. Amortization of the discounts is included in contribution revenue. Conditional promises to give are recognized when the conditions on which they depend are substantially met.

### NOTE 2 - Summary of Significant Accounting Policies, Continued:

#### **Investments and Investment Income**

Investments in equity securities and mutual funds are measured at fair value in the statement of financial position. Investment income or loss (including realized gains and losses on investments, interest, and dividends) is recorded as an increase in the due to affiliate liability account as the investments are held on behalf of the University.

#### **Contributions**

The Foundation accounts for contributions in accordance with the requirements of the Financial Accounting Standards Board in Statement of Financial Accounting Standards (SFAS) No. 116, Accounting for Contributions Received and Contributions Made. In accordance with SFAS No. 116, contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence or nature of any donor restrictions.

All donor-restricted support is reported as an increase in temporarily or permanently restricted net assets depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. Donor-restricted contributions whose restrictions are met within the same year as received are reported as unrestricted contributions in the accompanying financial statements.

Unconditional promises to give cash and other assets to **the Foundation** are reported at fair value on the date the promise is received. Conditional promises to give and indications of intentions to give are reported at fair value on the date the gift is received.

# NOTE 2 - Summary of Significant Accounting Policies, Continued:

#### Cash and Cash Equivalents

Cash consists solely of demand deposits and a money market account that is secured by federal deposit insurance. All highly liquid debt instruments purchased with an original maturity of three months or less are considered to be cash equivalents for purposes of the statement of cash flows.

#### **Fixed Assets**

Fixed assets of the Foundation are recorded as assets and are stated at historical cost if purchased, or at fair value at the date of the gift, if donated. Additions, improvements and expenditures that significantly extend the useful life of an asset are capitalized.

Depreciation is provided using the straight-line method over the estimated useful lives of the assets, which are five to thirty-nine years.

# Functional Allocation of Expenses

The costs of providing the various programs and activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefitted.

# NOTE 2 - Summary of Significant Accounting Policies, Continued:

#### **Restricted Assets**

Cash and cash equivalents, certificates of deposit and investments that are held on behalf of the University are classified as restricted assets in the statement of financial position.

#### **Deferred Revenues**

Deferred revenues include amounts received for contract and football suite sponsors that have not yet been earned.

#### **Noncurrent Liabilities**

Noncurrent liabilities include principal amounts of revenue bonds payable and notes payable with contractual maturities greater than one year.

### NOTE 3 - <u>Investments</u>:

Investments as of June 30, 2004 are summarized as follows:

	<u>Cost</u>	Fair/Carrying Value
Temporarily and permanently restricted:		
Equity and fixed income	\$1,789,013	\$2,377,878

### NOTE 4 - Fixed Assets:

Land, building and equipment as of June 30, 2004 are summarized as follows:

Land	\$ 480,375
Building	172,125
Office equipment	15,330
Scoreboard equipment	2,555,611
Furniture and fixtures	44,545
Construction in progress	<u>69,910</u>
Sub-total	3,337,896
Less: accumulated depreciation	(442,246)
Total	\$ <u>2,895,650</u>

Depreciation expense totaled \$371,509 for the year ended June 30, 2004.

# NOTE 5 - Concentrations of Credit Risk:

Financial instruments that potentially subject the Foundation to concentrations of credit risk consist principally of cash and cash equivalent accounts in financial institutions. Cash and cash equivalents exceeded federally insured limits by \$2,155,514 as of June 30, 2004.

# NOTE 6 - Net Assets Released from Donor Restrictions:

Net assets were released from donor restrictions by satisfying the restricted purposes or by occurrence of other events specified by the donors for the year ended June 30, 2004:

Scholarships and educational assistance	\$	95,173
Conferences and meetings		42,459
Special events and projects		537,208
University support	1,	,308,708
Other	_	55,000

Total \$2,038,548

# NOTE 7 - <u>Unconditional Promises to Give</u>:

Unconditional promises to give as of June 30, 2004, are as follows:

Promises to give expected to be collected in:	
Less than one year	\$ 257,485
More than five years	415,000
Sub-total	672,485

Less: Allowance for doubtful accounts (171,314)
Less: Discounts to net present value (188,250)

Net unconditional promises to give \$\\\312,921

The discount rate used was 4% for the year ended June 30, 2004.

#### NOTE 8 - Net Assets:

Temporarily restricted net assets as of June 30, 2004 are available for grants to support the Southern University System in the following general areas:

Scholarships and educational assistance	\$ 93,995
Academic support and enrichment	1,745,649
Capital outlay and improvements	<u> 145,148</u>

Total \$1,984,792

Permanently restricted net assets as of June 30, 2004 are restricted for investment in perpetuity, the income from which is expendable to support the activities listed below:

Chairs and professorships	\$ 330,010
Scholarships and educational assistance	1,143,393

Total \$1,473,403

# NOTE 9 - <u>Due From Affiliate</u>:

The Foundation has certain funds maintained by the Southern University System, which totaled \$13,399 at June 30, 2004.

# NOTE 10 - <u>Due from Millennium Housing, LLC</u>:

On April 3, 2004, Millennium Housing, LLC (a non-profit organization) (the LLC) was established exclusively for the purpose of borrowing funds for the Student Housing and Mumford Stadium capital projects. **The Foundation** is the sole member and manager of the LLC and shall have all powers necessary to handle the LLC's affairs which includes: 1) the power to acquire property

#### NOTE 10 - Due from Millennium Housing, LLC, Continued

in the name of the LLC, 2) borrow monies from banks and lending institutions, 3) lease, sell and exchange the LLC property, 4) construct improvements on, demolish, rehabilitate the LLC property, and 5) hire, employ or contract with any management company, leasing agents, consultants, etc. As of June 30, 2004, the Foundation paid certain expenses on behalf of the LLC for the Student Housing and Mumford Stadium capital projects in the amount of \$1,405,527. The LLC will reimburse the Foundation for the related expenses upon issuance of the revenue bonds subsequent to year-end.

#### NOTE 11 - Due to Affiliate:

Southern University System has contracted with the Foundation to invest the University's Endowed Chair for Eminent Scholars and Endowed Professorship endowment funds. The Endowed Chairs for Eminent Scholars endowment funds are established for \$1,000,000 with \$600,000 of private contributions and \$400,000 of state matching portion allocated by the Board of Regents for Higher Education. The Endowed Professorship Program endowment funds are established for \$100,000 with \$60,000 of private contributions and \$40,000 of state matching portion allocated by the Board of Regents for Higher Education. The amount due to the Southern University System as of June 30, 2004, totaled \$2,897,867.

Also, the Foundation received funds from corporate sponsors for the Athletic Department. The amounts due to the Southern University System - Baton Rouge Campus as of June 30, 2004, totaled \$57,991.

The total amount due to affiliate as of June 30, 2004, totaled \$2,955,858.

#### NOTE 12 - Line of Credit:

At June 30, 2004, the Foundation has available a \$670,000 and \$300,000 line of credit under a commercial revolving note, expiring April 2005 and August 2004 bearing interest at the bank prime rate in effect, as designated by the Bank.

The amount borrowed on the line of credit totaled \$944,809 at June 30, 2004.

# NOTE 13 - Notes Payable:

The following is a summary of notes payable at June 30, 2004:

Note payable to a bank, secured by the Scoreboard Equipment, with an interest rate of 7.5%, with a maturity date of 70,000 February 15, 2007 Note payable to a bank, secured by the Scoreboard Equipment, with an interest rate of 4.5%, with a maturity date of August 27, 2004 100,000 Note payable to a contractor, with an interest rate of 7.186%, with a maturity date of April 20, 2013 292,883 Sub-total 462,883 Less: current portion (194,263)Total \$<u>268,620</u>

#### NOTE 13 - Notes Payable, Continued:

Scheduled principal payments due on the above notes payable subsequent to June 30, 2004 are as follows:

#### Year Ended June 30.

2005	\$194,263
2006	26,007
2007	27,876
2008	22,879
2009	32,026
Subsequent to 2009	<u>159,832</u>
Total	\$ <u>462,883</u>

Interest expense for the year ended June 30, 2004, totaled \$25,558.

### NOTE 14 - Revenue Bond Payable:

On May 19, 2003, the Louisiana Local Government Environmental Facilities and Community Development Authority issued \$1,700,000 of Revenue Bonds, Series 2003) to the Foundation. The proceeds of the bonds were used for the purpose of funding a new entrance marquee and new athletic scoreboards on and adjacent to the campus of Southern University and Agricultural and Mechanical College and paying the costs of issuance of the Series 2003 Bonds. The bond agreement provides for interest on the outstanding bonds at a rate of 5.64% per annum. The bonds are due in annual principal installments of \$170,000, beginning February 15, 2004 and ending February 15, 2007, with a balloon principal payment of \$1,190,000.

# NOTE 14 - Revenue Bond Payable, Continued:

The requirements to amortize the bonds are as follows:

Year Ending June 30,	<u>Principal</u>
2005	\$ 170,000
2006	170,000
2007	1,190,000
Total	\$ <u>1,530,000</u>

Interest expense for the year ended June 30, 2004, totaled \$91,299.

### NOTE 15 - Fair Values of Financial Instruments:

The estimated fair value of all significant financial instrument amounts have been determined by the Foundation using available market information and appropriate valuation methodologies. The carrying value and estimated fair values of the Foundation's financial instruments at June 30, 2004 are as follows:

	Carrying	Fair	
	<u>Value</u>	<u>Value</u>	
Financial Assets:			
Cash and cash equivalents	\$2,467,853	\$2,467,853	
Certificates of deposit	543,826	543,826	
Unconditional promises to give	312,921	312,921	
Investments	2,377,878	2,377,878	
Financial Liabilities:			
Line of credit	994,809	994,809	
Notes payable	462,883	462,883	
Bonds payable	1,530,000	1,530,000	

#### NOTE 16 - <u>In-Kind Donations</u>:

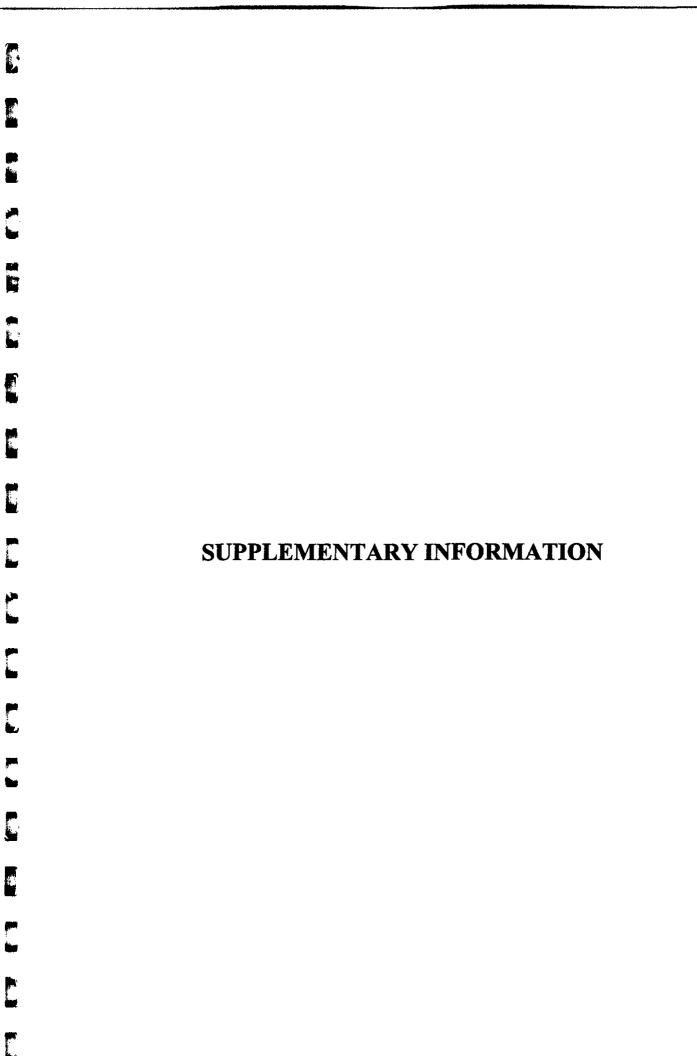
During the fiscal year ended June 30, 2004, the Foundation received in-kind donations from Southern University System which are recorded in revenues and expenses. The in-kind donations are summarized as follows:

Salaries and related benefits	\$164,996
Operating services	7,322
Supplies	282

Total \$<u>172,600</u>

#### NOTE 17 - Leases:

On May 15, 2003, the Foundation (Lessor) entered into an equipment lease agreement with the Board of Supervisors for Southern University and Agricultural and Mechanical College (the Lessee) to lease the football and basketball scoreboard, twin signs located on either side of the baseball scoreboard and a front entrance marquee with all ancillary equipment. This lease shall be and continued in full force and effect for a term beginning on the effective date of the agreement and ending upon termination of the premises lease, at which time the lessee shall be granted all rights, title and interest as owner in and to the equipment in accordance with the premises lease. The lease calls for rent of \$1.00 per year.



# SOUTHERN UNIVERSITY SYSTEM FOUNDATION SUPPLEMENTAL SCHEDULE OF FUNCTIONAL EXPENSES FOR THE YEAR ENDED JUNE 30, 2004

	<u>Program</u>	<u>General</u>	Fund <u>Raising</u>	<u>Total</u>
Cultivation/Recognition	\$ 61,386	\$ 2,495	\$ -0-	\$ 63,881
Advertising and promotion	14,003	-0-	3,900	17,903
Depreciation	371,509	-0-	-0-	371,509
Amortization	7,652	-0-	-0-	7,652
Program support	212,460	995	-0-	213,455
Materials and supplies	46,116	5,645	300	52,061
Miscellaneous	4,535	4,057	-0-	8,592
Equipment and resource materials	7,218	4,634	-0-	11,852
Uncollectible pledges	-0-	55,000	-0-	55,000
Postage and mailing	3,355	468	1,404	5,227
Professional fees and contracts	231,806	5,714	-0-	237,520
Printing and publications	18,244	-0-	2,505	20,749
Conferences and professional meetings	42,459	3,722	-0-	46,181
Scholarships and educational				
assistance	95,173	-0-	-0-	95,173
Salaries and related benefits	-0-	95,435	-0-	95,435
Special events	158,382	-0-	1,908	160,290
Special projects and programs	378,826	1,945	-0-	380,771
Subscriptions, references, and dues	3,416	58	-0-	3,474
Travel and transportation	36,050	15,750	-0-	51,800
Bank fees	-0-	1,458	-0-	1,458
Administrative fees	-0-	18,039	-0-	18,039
Insurance	-0-	6,643	-0-	6,643
In-kind expenses	-0-	172,600	-0-	172,600
Artifacts/cultural initiatives	10,223	-0-	<b>-</b> 0-	10,223
Telecommunications	20,826	8,541	-0-	29,367
Public/community initiatives	8,731	3,340	-0-	12,071
University enhancement	97,812	-0-	-0-	97,812
Maintenance	8,544	-0-	-0-	8,544
Interest	_120,536			120,536
Total	\$ <u>1,959,262</u>	\$ <u>406,539</u>	\$ <u>10,017</u>	\$ <u>2,375,818</u>

See Accompanying Independent Auditors' Report.

#### SOUTHERN UNIVERSITY SYSTEM FOUNDATION

#### **EXIT CONFERENCE**

An exit conference was held with the following individuals:

# **SOUTHERN UNIVERSITY SYSTEM FOUNDATION**

Mr. Curtis Lee -- Executive Director

Ms. Deborah White -- Assistant Executive Director Mr. Richard Turnley -- President, Board of Directors

### BRUNO & TERVALON LLP, CERTIFIED PUBLIC ACCOUNTANTS

Mr. Michael B. Bruno, CPA -- Managing Partner

Mr. Waldo J. Moret, Jr., CPA -- Partner
Mr. Sean M. Bruno, CPA -- Manager
Mr. Eric J. Griffin -- Audit Senior

The audit report and independent auditors' comments to management were discussed. This report is intended solely for the information and use of the Board of Directors and management and is not intended to be and should not be used by anyone other than those specified parties.