# FINANCIAL STATEMENTS AND INDEPENDENT AUDITORS' REPORTS FORCE - FACING OUR RISK OF CANCER EMPOWERED, INC.

December 31, 2017 and 2016

### **TABLE OF CONTENTS**

Independent Auditors' Report	3 - 4
Financial Statements	
Statements of Financial Position	5
Statements of Activities and Changes in Net Assets	6 - 7
Statements of Cash Flows	8
Statements of Functional Expenses	9 - 10
Notes to Financial Statements	11 - 18
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	19 - 21



# RIVERO, GORDIMER & COMPANY, P.A. CERTIFIED PUBLIC ACCOUNTANTS

Member

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Cesar J. Rivero, in Memoriam (1942-2017)

#### INDEPENDENT AUDITORS' REPORT

The Board of Directors
FORCE - Facing Our Risk of Cancer Empowered, Inc.

We have audited the accompanying financial statements of FORCE - Facing Our Risk of Cancer Empowered, Inc. ("FORCE") (a nonprofit organization), which comprise the statements of financial position as of December 31, 2017 and 2016, and the related statements of activities and changes in net assets, cash flows and functional expenses for the years then ended, and the related notes to the financial statements.

#### Management's Responsibility for the Financial Statements

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

#### **Auditor's Responsibility**

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

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

#### **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of FORCE - Facing Our Risk of Cancer Empowered, Inc. at December 31, 2017 and 2016, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

#### Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated April 9, 2018, on our consideration of FORCE'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 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 FORCE's internal control over financial reporting and compliance.

Buies Dordiner & Company, O.A

Tampa, Florida April 9, 2018

# STATEMENTS OF FINANCIAL POSITION

# December 31,

	2017			2016	
ASSETS					
Cash and cash equivalents (note A3) Investments (notes A4, B and C) Accounts receivable (note A5) Pledges receivable (notes A6 and D) Prepaid expenses	\$	639,813 300,549 10,000 35,000 13,067	\$	1,114,418 - 1,311 76,000 13,843	
TOTAL ASSETS	\$	998,429	\$	1,205,572	
LIABILITIES AND NET ASSETS					
CURRENT LIABILITIES Accounts payable and accrued liabilities	\$	49,233	\$	58,672	
Total current liabilities		49,233		58,672	
NET ASSETS (notes A7 and F) Unrestricted Temporarily restricted Total net assets		864,196 85,000 949,196		986,380 160,520 1,146,900	
TOTAL LIABILITIES AND NET ASSETS	\$	998,429	\$	1,205,572	

# STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

	Unrestricted	Restricted	Total
REVENUE AND SUPPORT Contributions and private grants	\$ 959,804	\$ 85,000	\$ 1,044,804
Government grant	349,623	-	349,623
Conference income Research and recruitment fees	153,790 146,966	-	153,790 146,966
Other	(586)	- -	(586)
Investment income (note B)	549		549
Total revenue and support	1,610,146	85,000	1,695,146
Net assets released from restrictions	160,520	(160,520)	
Total revenue, support, and net		(—— —— )	
assets released from restrictions	1,770,666	(75,520)	1,695,146
EXPENSES			
Program expenses	1,472,080		1,472,080
Supporting services			
Management and general	231,875	-	231,875
Fundraising	188,895		188,895
Total supporting services	420,770		420,770
Total expenses	1,892,850		1,892,850
CHANGE IN NET ASSETS	(122,184)	(75,520)	(197,704)
Net assets at beginning of year	986,380	160,520	1,146,900
Net assets at end of year	\$ 864,196	\$ 85,000	\$ 949,196

# STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

		Temporarily			
	Unrestricted	Restricted	Total		
REVENUE AND SUPPORT					
Contributions and private grants	\$ 781,010	\$ 130,520	\$ 911,530		
Government grant	349,623	-	349,623		
Conference income	538,602	-	538,602		
Research and recruitment fees	103,766	-	103,766		
Other revenue	4,085	-	4,085		
Interest	145		145		
Total revenue and support	1,777,231	130,520	1,907,751		
Net assets released from restrictions	15,000	(15,000)			
Total revenue, support, and net					
assets released from restrictions	1,792,231	115,520	1,907,751		
EXPENSES					
Program expenses	1,108,739	_	1,108,739		
Supporting services					
Management and general	251,866	-	251,866		
Fundraising	195,013	-	195,013		
Total supporting services	446,879	-	446,879		
Total expenses	1,555,618		1,555,618		
CHANGE IN NET ASSETS	236,613	115,520	352,133		
Net assets at beginning of year	749,767	45,000	794,767		
Net assets at end of year	\$ 986,380	\$ 160,520	\$ 1,146,900		

### STATEMENTS OF CASH FLOWS

	2017			2016		
Cash flows from operating activities	Φ.	(407.704)	Φ.	050.400		
Change in net assets	\$	(197,704)	\$	352,133		
Adjustments to reconcile change in net assets to net cash provided by operating activities						
Unrealized loss on value of investments		184		_		
(Increase) in accounts receivable		(8,689)		_		
Decrease (increase) in pledges receivable		41,000		(71,250)		
Decrease (increase) in prepaid expenses		776		(4,019)		
(Decrease) increase in accounts payable		(9,439)		51,838		
Total adjustments		23,832		(23,431)		
Net cash (used) provided by operating activities		(173,872)		328,702		
Cash flows from investing activities						
Reinvestment of interest from investments		(733)		-		
Net cash used by investing activities		(300,000)		-		
Net cash (used) by investing activities		(300,733)				
Net change in cash		(474,605)		328,702		
Cash and cash equivalents at beginning of year		1,114,418		785,716		
		· · ·		· ·		
Cash and cash equivalents at end of year	\$	639,813	\$	1,114,418		
Supplemental disclosures of cash flow information Cash paid during the year Interest	\$	-	\$	_		
Taxes	\$	-	\$	-		

### STATEMENT OF FUNCTIONAL EXPENSES

	_		Management					
	Program		and			and		
	Expenses		(	General	Deve	elopment		Total
			_		_			
Bank fees	\$ -		\$	8,818	\$	-	\$	8,818
Communications	10,339	)		1,776		39		12,154
Conference	391,700	)		-		-		391,700
Insurance	-			13,685		-		13,685
Miscellaneous	857	•		1,703		180		2,740
Office supplies	1,625	;		1,121	1 637			3,383
Outreach expenses	7,629	)	-		-		7,629	
Personnel costs	659,371			126,455		117,422		903,248
Postage	15,192			1,771		3,121		20,084
Printing	36,791			2,288		15,649		54,728
Professional fees	220,577	•		46,867		22,314		289,758
Promotional	25,692		-			1,608		27,300
Software	31,199	)		10,603		19,577		61,379
Subscriptions	299	)		820	125			1,244
Travel	40,299	)		14,781		6,264		61,344
Website	30,510			1,187		1,959		33,656
	\$ 1,472,080	) = =	\$	231,875	\$	188,895	\$	1,892,850

### STATEMENT OF FUNCTIONAL EXPENSES

	Program Expenses	Management and General	Fundraising and Development	Total
	•		•	
Bank fees	\$ -	\$ 7,525	\$ 1,773	\$ 9,298
Communications	9,435	1,452	2,300	13,187
Conference	122,263	-	-	122,263
Insurance	-	13,007	-	13,007
Miscellaneous	40	3,195	-	3,235
Office supplies	3,459	498	430	4,387
Outreach expenses	10,384	-	-	10,384
Personnel costs	627,053	120,257	111,667	858,977
Postage	22,376	1,179	1,725	25,280
Printing	27,595	89	7,032	34,716
Professional fees	161,428	90,580	34,413	286,421
Promotional	24,378	-	531	24,909
Software	18,437	2,806	18,279	39,522
Subscriptions	3,780	1,742	-	5,522
Travel	34,295	6,446	5,070	45,811
Website	43,816	3,090	11,793	58,699
	\$ 1,108,739	\$ 251,866	\$ 195,013	\$ 1,555,618

#### NOTES TO FINANCIAL STATEMENTS

December 31, 2017 and 2016

# NOTE A - DESCRIPTION OF THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A summary of the organization's significant accounting policies consistently applied in the preparation of the accompanying financial statements follows:

#### 1. <u>Description of the Organization</u>

Facing our Risk of Cancer Empowered, Inc. (FORCE) is a nonprofit organization with exempt status, as described in Section 501(c)(3) under the Internal Revenue Code, effective since July 1, 1999. FORCE is headquartered in Hillsborough County, Florida with outreach community groups located throughout the United States and in other countries.

FORCE is the only national nonprofit organization devoted to hereditary breast and ovarian cancer. FORCE's mission is to improve the lives of individuals and families affected by hereditary breast, ovarian and related cancers.

FORCE has eight mission objectives:

- To provide people with resources to determine whether they are at high risk for breast, ovarian, and related cancer due to specific predisposition, family history, or other factors.
- To provide information about options for managing and living with these risk factors.
- To provide support for people as they pursue these options.
- To provide support for families facing these risks.
- To raise awareness of hereditary breast, ovarian, and related cancer.
- To present the concerns and interests of our high-risk constituency to the cancer advocacy community, the scientific and medical community, the legislative community, and the general public.
- To promote research specific to hereditary cancer.
- To reduce disparities among underserved populations by promoting access to information, resources and clinical trials specific to hereditary breast and ovarian cancer.

#### 2. Basis of Accounting

FORCE follows the provisions of the Financial Accounting Standards Board Accounting Standards Codification ("FASB ASC") and the standards of financial reporting for not-for-profit organizations as described in the American Institute of Certified Public Accountants' *Industry Guide for Not-for-Profit Organizations*. Accordingly, the financial statements are prepared on an accrual basis of accounting. The financial statements of FORCE are the representation of management and include estimates of amounts and judgments it believes are reasonable under the circumstances.

#### NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 2017 and 2016

# NOTE A - DESCRIPTION OF THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

FASB ASC 958-205 establishes standards for general purpose external financial statements of not-for-profit organizations and requires a statement of financial position, a statement of activities and changes in net assets, and a statement of cash flows.

FASB ASC 958-605 requires FORCE to distinguish between contributions that increase permanently restricted net assets, temporarily restricted net assets, and unrestricted net assets. It also requires recognition of contributed services meeting certain criteria at fair value. These financial statements have been prepared to focus on FORCE as a whole and to present balances and transactions according to the existence or absence of donor-imposed restrictions. Accordingly, net assets of FORCE and changes therein are classified and reported as follows:

- <u>Unrestricted net assets</u> not subject to donor-imposed restrictions or the donor-imposed restrictions have expired.
- <u>Temporarily restricted net assets</u> subject to donor-imposed stipulations that may or will be fulfilled by actions of FORCE to meet the stipulations or become unrestricted by the passage of time.
- <u>Permanently restricted net assets</u> subject to donor-imposed stipulations that they
  be retained and invested permanently by FORCE. Currently FORCE has no
  permanently restricted net assets.

#### 3. Cash Equivalents

Cash equivalents consist of highly liquid short-term money instruments with a maturity of three months or less when purchased and were approximately \$232,200 and \$186,400 at December 31, 2017 and 2016, respectively.

#### 4. Investments

FORCE'S investments consist of marketable securities in money markets and certificates of deposits with readily determinable fair values. Unrealized gains and losses represent the net change in fair value of the securities and are recorded as an increase or decrease in net assets.

#### NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 2017 and 2016

# NOTE A - DESCRIPTION OF THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

#### 5. Accounts Receivable

Accounts receivable consist of amounts owed to FORCE for research and recruitment fees. Management expects the accounts receivable balance to be fully collectable.

#### 6. Pledges Receivable

Pledges receivable represent unconditional promises to give by donors. The fair value of pledges receivable is estimated by discounting expected net future cash flows using a rate of return based on the yield of a U.S. Treasury Security with a maturity date similar to the expected collection period. Management believes all pledges receivable to be fully collectable. As such, no provision for uncollected amounts is included at December 31, 2017 and 2016 in the accompanying financial statements.

#### 7. Net Asset Classification

Temporarily restricted net assets contain donor-imposed restrictions that expire upon the passage of time or once specific actions are undertaken by FORCE. The net assets are then released and reclassified to unrestricted support when these restrictions are satisfied. There was approximately \$85,000 and \$160,520 of temporarily restricted net assets at December 31, 2017 and 2016, respectively (see Note F for further discussion).

#### 8. Noncash Contributions

Donated materials and services are recorded as contributions at their estimated values at the date of receipt. No amounts have been recorded for donated materials since no materials were donated in the current year. Also, no amounts have been recorded for volunteer services since no objective basis is available to measure the value of such services. However, a substantial number of volunteers have donated significant time in the services of FORCE.

#### 9. Advertising

Advertising costs (direct mail) are expensed when incurred.

#### 10. Functional Expenses

FORCE allocates its expenses on a functional basis among its various programs and services. Expenses that can be identified with a specific revenue and support service are allocated directly according to their natural expenditure classification.

#### NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 2017 and 2016

# NOTE A - DESCRIPTION OF THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

#### 11. Reclassifications

Certain reclassifications of the prior year's comparative balances have been made to conform to the current year presentation.

#### **NOTE B - INVESTMENTS**

Investment securities are carried at fair value based on quoted prices in active markets (all level 1 measurements) and consist of the following at December 31,:

		Cost	F	air value
Money market and Certificates of deposit funds	\$	300,000	\$	300,549
Total	\$ 300,000		\$	300,549
		20		
		Cost	F	air value
Money market and Certificates of deposit funds	\$		\$	-
Total	\$		\$	

A summary of return on investments consists of the following for the years ended December 31,:

2017			2016			
Interest and dividends Net unrealized gain (loss)	\$	733 (184)	\$	-		
Total return	\$	549	\$			

#### NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 2017 and 2016

#### NOTE C - FAIR VALUE OF FINANCIAL INSTRUMENTS

Financial Accounting Standards Board *Accounting Standards Codification* 820-10 establishes a framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurement) and the lowest priority to unobservable inputs (level 3 measurements).

The three levels of the fair value hierarchy under FASB ASC 820-10 are described below:

- Level 1 valuations, where the valuation is based on quoted market prices for identical assets or liabilities traded in active markets (which include exchanges and over-the counter markets with sufficient volume),
- Level 2 valuations, where the valuation is based on quoted market prices for similar instruments traded in active markets, quoted prices for identical or similar instruments in markets that are not active and model-based valuation techniques for which all significant assumptions are observable in the market, and
- Level 3 valuations, where the valuation is generated from model-based techniques that use significant assumptions not observable in the market, but observable based on organization-specific data.

The asset's or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

The following is a description of the valuation methodologies used for significant assets and liabilities measured at fair value at December 31, 2017 and 2016:

Money Markets and Certificates of deposits: FORCE uses quoted market prices of identical assets on active exchanges, or Level 1 measurements. Maturities of money markets and certificates of deposits are less than 18 months.

The methods described above may produce a fair value calculation that may not be indicative of the net realizable value or reflective of future fair values. Furthermore, while the FORCE believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

#### NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 2017 and 2016

#### NOTE C - FAIR VALUE OF FINANCIAL INSTRUMENTS - continued

The following tables set forth by level, within the fair value hierarchy, FORCE's assets at fair value as of:

December 31, 2017	Level 1	Level 2		Level 2		Level 2		Level 2 Level 3		F	air Value
Assets Money market and Certificates of deposit funds	\$ 300,549	\$		\$		\$	300,549				
	\$ 300,549	\$		\$		\$	300,549				
December 31, 2016	Level 1	1.	evel 2	ا	evel 3	F	air Value				
Assets	Level I		SVEI Z		<u> </u>		ali value				
Money market and Certificates of deposit funds											
	\$ 	\$		\$		\$					

#### NOTE D - PLEDGES RECEIVABLE

Pledges receivable are summarized as follows at December 31,:

	2017			2016
Total unconditional pledges  Less discount for present value  Less allowance for uncollectable pledges	\$	35,000 - -	\$	76,000 - -
Total pledges receivable, net	\$	35,000	\$	76,000

#### NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 2017 and 2016

#### NOTE D - PLEDGES RECEIVABLE - Continued

Pledges receivable to be collected after December 31, 2017 are as follows:

#### Year ending December 31,

2018 \$ 35,000

#### NOTE E - INCOME TAXES

FORCE has been recognized as exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code and Chapter 220.13 of the Florida Statutes, respectively. Accordingly, no provision for income taxes has been presented in these financial statements. FORCE has not reported any unrelated business income; however, such status is subject to final determination upon examination, if any, of the related income tax returns by the appropriate taxing authorities.

FORCE is not aware of any tax positions it has taken that are subject to a significant degree of uncertainty. Tax years after 2014 remain subject to examination by federal and state taxing authorities.

#### NOTE F - TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets contain donor-imposed restrictions that expire upon the passage of time or once specific actions are undertaken by the Organization. The net assets are then released and reclassified to unrestricted support when these restrictions are satisfied.

Temporarily restricted net assets consisted of the following balances at December 31,:

	 2017	 2016
Hereditary Cancer Conference Research Advocate Training Program Peer Navigator Program Clinical Research Matching Tool Time restricted	\$ 30,000 10,000 8,000 2,000 35,000	\$ 40,000 15,000 15,000 14,520 76,000
Total	\$ 85,000	\$ 160,520

#### NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 2017 and 2016

#### NOTE G - CONCENTRATIONS OF CREDIT RISK

Cash balances are maintained in financial institutions. Occasionally, deposits exceed amounts insured by the Federal Deposit Insurance Corporation.

#### NOTE H - RETIREMENT PLAN

FORCE participates in a tax-deferred retirement plan whose assets are held by an investment company as trustee. Discretionary contributions to the plan are based on a percentage of eligible employees' compensation as defined by the plan. FORCE employees participated in the plan for the years ended December 31, 2017 and 2016, however, no matching contributions were made.

#### NOTE I - SUBSEQUENT EVENTS

FORCE has evaluated events and transactions occurring subsequent to December 31, 2017 as of April 9, 2018 which is the date the financial statements were available to be issued.

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

FORCE - FACING OUR RISK OF CANCER EMPOWERED, INC.

December 31, 2017



# RIVERO, GORDIMER & COMPANY, P.A. CERTIFIED PUBLIC ACCOUNTANTS

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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 FORCE - Facing Our Risk of Cancer Empowered, Inc.

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 FORCE - Facing Our Risk of Cancer Empowered, Inc. ("FORCE") (a nonprofit organization), which comprise the statement of financial position as of December 31, 2017, and the related statements of activities and changes in net assets, cash flows, and functional expenses for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated April 9, 2018.

#### **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered FORCE'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 opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of FORCE's internal control. Accordingly, we do not express an opinion on the effectiveness of FORCE'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 was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control 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.

#### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether FORCE'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 FORCE'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 organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Buies Gordiner & Company, O.A

Tampa, Florida April 9, 2018