

BRAIN INJURY ASSOCIATION OF FLORIDA, INC.

Financial Statements

June 30, 2016

Robbins and Landino, P.A.
Certified Public Accountants

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INDEPENDENT AUDITOR'S REPORT

Board of Directors
Brain Injury Association of Florida, Inc.

We have audited the accompanying financial statements of Brain Injury Association of Florida, Inc. (a non-profit organization), which comprise the statement of financial position as of June 30, 2016, and the related statements of activities, cash flows, and functional expenses for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America 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 amount 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.

INDEPENDENT AUDITOR'S REPORT
(continued)

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Brain Injury Association of Florida, Inc. as of June 30, 2016, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of state financial assistance, as required by Chapter 10.650, State of Florida, Rules of the Auditor General, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the 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 information is fairly stated in all material respects in relation to the financial statements taken as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 12, 2016, on our consideration of Brain Injury Association of Florida, Inc.'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 Brain Injury Association of Florida, Inc.'s internal control over financial reporting and compliance.

ROBBINS AND LANDINO, P.A.
Certified Public Accountants

Robbins and Landino, P.A.

Fort Lauderdale, Florida
December 12, 2016

BRAIN INJURY ASSOCIATION OF FLORIDA, INC.

Statement of Financial Position
June 30, 2016

Assets

Cash and Cash Equivalents	\$ 90,820
Grants Receivable	250,000
Pledges and Other Receivables	6,955
Prepaid Expenses	2,492
Beneficial Interest in Assets Held by Community Foundation	104,310
Property and Equipment	674
Deposits	<u>2,340</u>
Total Assets	<u>\$ 457,591</u>

Liabilities

Accounts Payable and Accrued Expenses	\$ 44,586
Credit Line Payable	<u>227,500</u>
Total Liabilities	<u>272,086</u>

Net Assets

Unrestricted	
General	81,195
Board Designated	<u>65,444</u>
Total Unrestricted	146,639
Permanently Restricted	<u>38,866</u>
Total Net Assets	<u>185,505</u>
Total Liabilities and Net Assets	<u>\$ 457,591</u>

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

BRAIN INJURY ASSOCIATION OF FLORIDA, INC.

Statement of Activities
For the Year Ended June 30, 2016

Unrestricted Net Assets

Public Support and Revenues

Grants and Contracts	\$ 1,000,000
Contributions	124,312
Program and Other Income	9,410
Investment Loss	(4,524)
Fundraising Events	80,100
Less: Fundraising Events Expenses	(12,530)
Contributed Materials, Services and Facilities	<u>30,214</u>
Total Public Support and Revenues	<u>1,226,982</u>

Expenses

Program Services	867,043
General and Administrative	241,211
Fundraising	<u>117,637</u>
Total Expenses	<u>1,225,891</u>

Change in Unrestricted Net Assets 1,091

Change in Net Assets 1,091

Net Assets, Beginning of Year 184,414

Net Assets, End of Year \$ 185,505

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

BRAIN INJURY ASSOCIATION OF FLORIDA, INC.

Statement of Cash Flows
For the Year Ended June 30, 2016

Cash Flows from Operating Activities

Change in Net Assets	\$ 1,091
Adjustments to Reconcile Change in Net Assets to Net Cash	
Flows from Operating Activities:	
Depreciation	129
Decrease in Beneficial Interest	
Held by Community Foundation	6,660
Changes in Assets and Liabilities:	
Decrease in Prepaid Expenses	2,677
Increase in Pledges and Other Receivables	(3,885)
Decrease in Accounts Payable and Accrued Expenses	<u>(70,273)</u>
Net Cash Flows from Operating Activities	<u>(63,601)</u>

Cash Flows from Financing Activities

Net Borrowings on Credit Line Payable	<u>27,800</u>
Net Cash Flows from Financing Activities	<u>27,800</u>

Net Change in Cash (35,801)

Cash - Beginning of Year 126,621

Cash - End of Year \$ 90,820

Supplemental Disclosure of Cash Flow Information:

Cash Paid During the Period for Interest \$ 11,732

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

BRAIN INJURY ASSOCIATION OF FLORIDA, INC.

Statement of Functional Expenses
For the Year Ended June 30, 2016

	<u>Program Services</u>	<u>General and Administrative</u>	<u>Fundraising</u>	<u>Total</u>
Salaries and Benefits	\$ 651,271	\$ 162,115	\$ 37,420	\$ 850,806
Office and Computer Supplies	55,385	50,610	11,906	117,901
Vendor Services	23,565	106	48,629	72,300
Rent and Utilities	33,923	4,196	645	38,764
Travel	33,787	889	889	35,565
Printing	19,619	3,000	462	23,081
Telephone and Website	18,360	1,830		20,190
Contributed Materials and Services			16,461	16,461
Shipping and Postage	12,457	2,336	778	15,571
Audit		13,000		13,000
Dues and Subscriptions	9,539			9,539
Insurance	5,365	3,129	447	8,941
Conference and Resource Materials	<u>3,772</u>	<u> </u>	<u> </u>	<u>3,772</u>
	<u>\$ 867,043</u>	<u>\$ 241,211</u>	<u>\$ 117,637</u>	<u>\$ 1,225,891</u>

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

1. NATURE OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES

Organization: Brain Injury Association of Florida, Inc., (the "Association") is a non-profit organization whose mission is to improve the quality of life for all persons with brain injury and their families by creating a better future through brain injury awareness, prevention, research, education, support services and advocacy.

Basis of Accounting: The accompanying financial statements have been prepared on the accrual basis of accounting. Using this method, revenues are recognized when earned and expenses are recognized when incurred.

Date of Management's Review: In preparing the financial statements, the Association has evaluated events and transactions for the potential recognition or disclosure through December 12, 2016, the date that the financial statements were issued.

Financial Statement Presentation: Net assets and revenues, gains, and losses are classified based on the existence or absence of donor-imposed restrictions as follows:

Unrestricted - Includes amounts which have no external restrictions and which are available for support of current operations.

Temporarily Restricted - Includes amounts which have donor-restrictions that can be fulfilled by actions of the Association pursuant to those restrictions or restrictions that expire by the passage of time.

Permanently Restricted – Includes amounts that are subject to restrictions of the gift instruments requiring that resources be maintained permanently.

Cash and Cash Equivalents: For purposes of the statement of cash flows, the Association considers interest-bearing cash accounts with an original maturity of three months or less to be cash equivalents.

Property and Equipment: Property and equipment are recorded at cost. Depreciation is provided using the straight-line method over the estimated useful lives of the assets. Expenditures for repairs and maintenance are expensed in the period incurred. At the time assets are retired or otherwise disposed of, the cost and related accumulated depreciation are removed from the accounts and a gain or loss is recorded.

Income Taxes: As a non-profit corporation, qualified under Section 501(c)(3) of the Internal Revenue Code, the Association is exempt from corporate income taxation on income related to its exempt function. Therefore, no provision for income taxes has been made in the accompanying financial statements.

The Association has not incurred any interest or penalties on its income tax returns.

The Association's tax returns are subject to possible examination by the taxing authorities. For Federal income tax purposes, the tax returns remain open for possible examination for a period of three years after the respective filing deadlines of those returns.

1. **NATURE OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES (continued)**

Contributions: Contributions are recorded as unrestricted or temporarily restricted support depending on the existence and/or nature of any donor restrictions. Time-restricted and purpose-restricted contributions are required to be reported as temporarily restricted support. When a restriction expires (that is, when a stipulated time restriction ends or a 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. Support that is restricted by the donor is reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the support is recognized.

Contributed Materials, Services and Facilities: Contributions of donated services that create or enhance non-financial assets or that require specialized skills, are provided by individuals possessing those skills and would typically need to be purchased if not provided by donation, are recorded at their fair value in the period received. Contributed materials and facilities are also recorded at their fair value in the period received.

Functional Allocation of Expenses: The costs of providing the various programs and other activities have been summarized on a functional basis in the statement of activities and detailed in the statement of functional expenses.

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 disclosures. Accordingly, actual results could differ from those estimates.

Fair Value of Financial Instruments: Management of the Association believes the Association's carrying value of financial instruments, which are comprised of cash equivalents, grants, pledges and other receivables, prepaid expenses, and accounts payable and accrued expenses, approximate fair value due to their short-term nature.

2. **BENEFICIAL INTEREST IN ASSETS HELD BY COMMUNITY FOUNDATION**

In prior years, The Association transferred money to the Community Foundation of North Florida, Inc. (the "Foundation") to manage the assets of an endowment fund. The Association carries its investment in the beneficial interest at fair market value which at June 30, 2016 was \$104,310.

The Foundation is to invest the fund balance in accordance with its normal investment guidelines and procedures. Distributions to the Association from this fund shall be based upon the spending policy adopted from year to year by the Board of Directors of the Foundation. The Foundation's current spending policy is 5% of the 20-quarter average market value of the fund beginning with the last quarter of the immediately preceding year. These funds are the property of the Foundation, owned by it in its normal capacity.

BRAIN INJURY ASSOCIATION OF FLORIDA, INC.
Notes to Financial Statements
June 30, 2016

2. BENEFICIAL INTEREST IN ASSETS HELD BY COMMUNITY FOUNDATION (continued)

For the year ended June 30, 2016, there was a decrease in the fair market value of the Beneficial Interest of \$6,660.

3. PROPERTY AND EQUIPMENT

At June 30, 2016, property and equipment consisted of:

<u>Description</u>	<u>Cost</u>	<u>Accumulated Depreciation</u>	<u>Net Book Value</u>
Furniture, Fixtures and Equipment	\$ 27,773	\$ 27,099	\$ 674
Videos	55,778	55,778	
	<u>\$ 83,551</u>	<u>\$ 82,877</u>	<u>\$ 674</u>

4. CREDIT LINE PAYABLE

Credit line payable consists of a revolving line of credit payable to a bank in an amount not to exceed \$237,500. Interest payments are due monthly at an interest rate of prime, adjusted if necessary, to a 5% minimum or 17.7% maximum. The balance of the credit line was \$227,500 at June 30, 2016 with interest at 5%. The note matures December 4, 2016 and is collateralized by an assignment of revenues under state contracts.

5. CONTRIBUTED MATERIALS, SERVICES AND FACILITIES

The value of contributed materials, services and facilities included in the financial statements is as follows:

Revenue		
Rent		\$ 13,753
Advertising and Services		16,461
		<u>\$ 30,214</u>
Expenses		
Program Services		\$ 13,753
Fundraising		16,461
		<u>\$ 30,214</u>

6. COMMITMENTS

Leases: The Association leases office space under a long-term lease agreement that expires in September 2017. Rental expense totaled \$38,764 for the year ended June 30, 2016.

BRAIN INJURY ASSOCIATION OF FLORIDA, INC.

Notes to Financial Statements

June 30, 2016

6. COMMITMENTS (continued)

The Association leases office equipment under a long-term lease agreement that expires in October 2017. Equipment rental expense totaled \$2,151 for the year ended June 30, 2016.

Future minimum lease payments are as follows:

Year Ending June 30,	2017	\$	8,493
	2018		717
		\$	<u>9,210</u>

Support: The Association received approximately eighty-one percent of its total public support and revenues from a government contract.

7. RETIREMENT PLAN

The Association sponsors two pension plans for its employees. One is a simplified employee pension plan whereby the Association can contribute any amount each year up to the lesser of \$30,000 or 15% of compensation per employee. Contributions to this plan totaled \$20,224 and are included in salaries and benefits. The other plan is a 403(B) plan where employees can make voluntary contributions through payroll deductions.

8. GOVERNMENT GRANT

The following government grant is included in the statement of activities for the year ended June 30, 2016:

<u>Grantor</u>	<u>Purpose</u>	<u>Total Contract</u>	<u>Collections Through 6/30/16</u>
COP5B	Statewide Brain Injury Resource Center	\$ 1,000,000	\$ 750,000

9. FAIR VALUE MEASUREMENTS

Accounting Standards Codification 820 ("ASC 820"), Fair Value Measurements, 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 ASC 820 are described below:

Level 1 Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Association has the ability to access.

9. FAIR VALUE MEASUREMENTS (continued)

- Level 2 Inputs to the valuation methodology include:
- Quoted prices for similar assets or liabilities in active markets;
 - Quoted prices for identical or similar assets or liabilities in inactive markets;
 - Inputs other than quoted prices that are observable for the asset or liability;
 - Inputs that are derived principally from or corroborated by observable market data by correlation or other means.
- If the asset or liability has a specified (contractual) term, the Level 2 input must be observable for substantially the full term of the asset or liability.
- Level 3 Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

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.

Following is a description of the valuation methodologies used for assets measured at fair value on a recurring basis:

Beneficial Interest in Community Foundation: The prorated value of the beneficial interest in the community foundation's investments is determined by the investment fund manager of the organization holding the assets. The composition of the assets held by the community foundation are invested pursuant to its governing instruments and valued accordingly.

The methods described above may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while the Association 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.

The following table sets forth by level, within the fair value hierarchy, the Association's assets at fair value as of June 30, 2016:

	<u>Total</u>	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>
Beneficial Interest in				
Community Foundation	\$ 104,310	\$ _____	\$ _____	\$ 104,310
Total Assets at Fair Value	<u>\$ 104,310</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ 104,310</u>

9. FAIR VALUE MEASUREMENTS (continued)

Level 3 Gains and Losses

The table below sets forth a summary of changes in the fair value of the Association's Level 3 assets for the year ended June 30, 2016:

	<u>Beneficial Interest in Community Foundation</u>
Balance, Beginning of Year	\$ 110,970
Unrealized Loss Relating to Instruments Still Held at the Reporting Date	<u>(6,660)</u>
Balance, End of Year	<u>\$ 104,310</u>

The change in unrestricted net assets on the statement of activities includes an unrealized loss of \$6,660.

10. DONOR-DESIGNATED ENDOWMENTS (UPMIFA STATE)

Implementation of ASC 958

Accounting Standards Codification 958 ("ASC 958"), "Endowments of Not-for-Profit Organizations: Net Asset Classification of Funds Subject to an Enacted Version of the Uniform Prudent Management of Institutional Funds Act, and Enhanced Disclosures for All Endowment Funds," provides guidance on the net asset classification of donor-restricted endowment funds for a nonprofit organization that is subject to an enacted version of the Uniform Prudent Management of Institutional Funds Act of 2006 (UPMIFA). ASC 958 also requires additional disclosures about an organization's endowment funds (both donor-restricted endowment funds and board-designated endowment funds), whether or not the organization is subject to UPMIFA.

The State of Florida enacted the Florida Uniform Prudent Management of Institutional Funds Act ("FUPMIFA") effective July 1, 2012, the provisions of which apply to endowment funds existing on or established after that date. The Board of Directors has determined that the majority of the Association's permanently restricted net assets meet the definition of endowment funds under FUPMIFA. Based on the Association's interpretation of FUPMIFA, the Association has reviewed all of its endowment funds as of June 30, 2016 and has determined that a reclassification entry was not required.

The Board of Directors of the Association has interpreted the Florida Uniform Prudent Management of Institutional Funds Act (FUPMIFA) as requiring the preservation of the fair value of the original gift as of the gift date of the donor-restricted endowment funds absent explicit donor stipulations to the contrary. As a result of this interpretation, the Association classifies as permanently restricted net assets (a) the original value of gifts donated to the

BRAIN INJURY ASSOCIATION OF FLORIDA, INC.
Notes to Financial Statements
June 30, 2016

10. DONOR-DESIGNATED ENDOWMENTS (UPMIFA STATE) (continued)

permanent endowment, (b) the original value of subsequent gifts to the permanent endowment, and (c) accumulations to the permanent endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund. The remaining portion of the donor-restricted endowment fund that is not classified in permanently restricted net assets is classified as temporarily restricted net assets until those amounts are appropriated for expenditure by the Association in a manner consistent with the standard of prudence prescribed by FUPMIFA. In accordance with FUPMIFA, the Association considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds: (1) the duration and preservation of the various funds, (2) the purposes of the donor-restricted endowment funds, (3) general economic conditions, (4) the possible effect of inflation and deflation, (5) the expected total return from income and the appreciation of investments, (6) other resources of the Association, and (7) the Association's investment policies.

Endowment Investment and Spending Policies: The Association has adopted investment and spending policies, approved by the Board of Directors, for endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowment while seeking to maintain the purchasing power of these endowment assets over the long-term. The Association's spending and investment policies work together to achieve this objective. The investment policy seeks to establish an achievable return objective. The Association relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends) that is consistent with the investment policies of the community foundation managing the Association's endowment funds.

Endowment net asset composition by type of fund as of June 30, 2016 is as follows:

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
Donor-Restricted Endowment Funds	\$	\$	\$ 38,866	\$ 38,866
Board-Designated Endowment Funds	65,444			65,444
Total Funds	<u>\$ 65,444</u>	<u>\$</u>	<u>\$ 38,866</u>	<u>\$ 104,310</u>

Changes in endowment net assets for the year ended June 30, 2016 are as follows:

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total Net Endowment Assets</u>
Endowment Net Assets, Beginning of Year	\$ 72,104	\$	\$ 38,866	\$ 110,970
Unrealized Loss	(6,660)			(6,660)
Endowment Net Assets, End of Year	<u>\$ 65,444</u>	<u>\$</u>	<u>\$ 38,866</u>	<u>\$ 104,310</u>

SUPPLEMENTARY FINANCIAL INFORMATION

Robbins and Landino, P.A.
Certified Public Accountants

BRAIN INJURY ASSOCIATION OF FLORIDA, INC.

Schedule of Expenditures of State Financial Assistance
For the Year Ended June 30, 2016

<u>State Agency/State Project</u>	<u>CSFA Number</u>	<u>Contract Number</u>	<u>Expenditures</u>
Florida Department of Health:			
Statewide Brain Injury Resource Center	64.040	COP5B	<u>\$ 1,000,000</u>
Total Expenditures of State Financial Assistance			<u>\$ 1,000,000</u>

See independent auditor's report.

BRAIN INJURY ASSOCIATION OF FLORIDA, INC.
Notes to Schedule of Expenditures of State Financial Assistance
For the Year Ended June 30, 2016

NOTE A – BASIS OF PRESENTATION AND SIGNIFICANT ACCOUNTING POLICIES

The accompanying schedule of expenditures of state financial assistance ("SESFA") includes the state grant activity of Brain Injury Association of Florida, Inc. and is reported on the accrual basis of accounting for the year ended June 30, 2016. The information in this SESFA is presented in accordance with the requirements of Chapter 69I-5 of the Florida Administrative Code and 215.97 Florida State Statute, Florida Single Audit Act. Because the SESFA presents only a selected portion of the operations of Brain Injury Association of Florida, Inc., it is not intended to and does not present the financial position, changes in net assets, or cash flows of Brain Injury Association of Florida, Inc.

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INDEPENDENT AUDITOR'S 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
Brain Injury Association of Florida, 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 Brain Injury Association of Florida, Inc. (the "Company") (a nonprofit organization), which comprise the statement of financial position as of June 30, 2016, and the related statements of activities, 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 December 12, 2016.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Company'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 the Company's internal control. Accordingly, we do not express an opinion on the effectiveness of the Company's internal control over financial reporting.

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 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 AUDITOR'S 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
(continued)**

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Company's financial statements are free of 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 Company'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 Company's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

ROBBINS and LANDINO, P.A.
Certified Public Accountants

Robbins and Landino, P.A.

Fort Lauderdale, Florida
December 12, 2016

Robbins and Landino, P.A.
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**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH
MAJOR STATE PROJECT AND ON INTERNAL CONTROL OVER
COMPLIANCE REQUIRED BY CHAPTER 10.650, RULES OF THE AUDITOR GENERAL**

Board of Directors
Brain Injury Association of Florida, Inc.

Report on Compliance for Each Major State Project

We have audited the Brain Injury Association of Florida, Inc.'s compliance with the types of compliance requirements described in the Department of Financial Services' State Projects Compliance Supplement that could have a direct and material effect on each of the Brain Injury Association of Florida, Inc.'s major state projects for the year ended June 30, 2016. The Brain Injury Association of Florida, Inc.'s major state projects 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 the requirements of laws, regulations, contracts, and grants applicable to its state projects.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the Brain Injury Association of Florida, Inc.'s major state projects 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 Chapter 10.650, Rules of the Auditor General. Those standards and Chapter 10.650, Rules of the Auditor General, 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 state project occurred. An audit includes examining, on a test basis, evidence about the Brain Injury Association of Florida, Inc.'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 state project. However, our audit does not provide a legal determination of the Brain Injury Association of Florida, Inc.'s compliance.

Opinion on Each Major State Project

In our opinion, the Brain Injury Association of Florida, Inc. 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 state projects for the year ended June 30, 2016.

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH
MAJOR STATE PROJECT AND ON INTERNAL CONTROL OVER
COMPLIANCE REQUIRED BY CHAPTER 10.650, RULES OF THE AUDITOR GENERAL
(continued)**

Report on Internal Control Over Compliance

Management of the Brain Injury Association of Florida, Inc. 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 Brain Injury Association of Florida, Inc.'s internal control over compliance with the types of requirements that could have a direct and material effect on each major state project to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major state project and to test and report on internal control over compliance in accordance with Chapter 10.650, Rules of the Auditor General, 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 Brain Injury Association of Florida, Inc.'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 state project 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 state project 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 the type of compliance requirement of a state project 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 results of that testing based on the requirements of Chapter 10.650, Rules of the Auditor General. Accordingly, this report is not suitable for any other purpose.

ROBBINS AND LANDINO, P.A.
Certified Public Accountants

Robbins and Landino, P.A.

Fort Lauderdale, Florida
December 12, 2016

BRAIN INJURY ASSOCIATION OF FLORIDA, INC.
Schedule of Findings and Questioned Costs – Major State Projects
For the Year Ended June 30, 2016

SUMMARY OF AUDITOR'S RESULTS

1. The auditor's report expresses an unmodified opinion on the Brain Injury Association's basic financial statements.
2. No significant deficiencies in internal control disclosed during the audit of the financial statements are reported in the Independent Auditor's 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*.
3. No instances of noncompliance material to the financial statements of Brain Injury Association of Florida, Inc. were disclosed during the audit.
4. No significant deficiencies in internal control over a major state project are reported in the Independent Auditor's Report on Compliance for Each Major Project and Report on Internal Control Over Compliance Required by Chapter 10.650, Rules of the Auditor General.
5. The auditor's report on compliance with requirements that could have a direct and material effect on each major state project for the Brain Injury Association of Florida, Inc. expresses an unmodified opinion.
6. Audit findings required to be reported relative to the major state projects for the Brain Injury Association of Florida, Inc. are reported in this Schedule.
7. The projects tested as major projects included the following:

<u>State Project</u>	<u>CSFA No.</u>
Florida Department of Health Statewide Brain Injury Resource Center (COP5B)	64.040

8. The threshold used for distinguishing between Type A and B programs was \$300,000 for major state projects.

FINDINGS - FINANCIAL STATEMENTS AUDIT

None

FINDINGS AND QUESTIONED COSTS - MAJOR STATE PROJECTS

None

OTHER ISSUES

1. No management letter was required as there were no findings required to be reported in the management letter.
2. There is no Summary Schedule of Prior Audit Findings as there were no prior audit findings related to State Projects.
3. There is no Corrective Action Plan as there were no findings required to be reported under the Florida Single Audit Act.