

**HIRE HEROES USA, INC.**

**FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2021**

**with**  
**INDEPENDENT AUDITORS' REPORT**

## TABLE OF CONTENTS

	<u>PAGE</u>
INDEPENDENT AUDITORS' REPORT	3-4
STATEMENT OF FINANCIAL POSITION	5
STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS	6
STATEMENT OF FUNCTIONAL EXPENSES	7
STATEMENT OF CASH FLOWS	8
NOTES TO FINANCIAL STATEMENTS	9-14



## INDEPENDENT AUDITORS' REPORT

**Board of Directors of  
Hire Heroes USA, Inc.**

### **Opinion**

We have audited the accompanying financial statements of Hire Heroes USA, Inc. (the "Organization") (a nonprofit organization), which comprise the statement of financial position as of December 31, 2021, and the related statements of activities and change in net assets, functional expenses and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Organization as of December 31, 2021, and the changes in its net assets and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America ("GAAP").

### **Basis for Opinion**

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

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

Management is responsible for the preparation and fair presentation of the financial statements in accordance with GAAP; 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for one year after the date of this report.

### **Auditors' Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

## **Auditors' Responsibilities for the Audit of the Financial Statements (Continued)**

In performing an audit in accordance with GAAS, we:

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

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

*Smith and Howard*

April 1, 2022

**HIRE HEROES USA, INC.**  
**STATEMENT OF FINANCIAL POSITION**  
**DECEMBER 31, 2021**

**ASSETS**

Assets

Cash and cash equivalents	\$ 6,913,888
Grants and contributions receivable	745,717
Prepaid expenses	99,874
Other assets	76,489
Property and equipment, net	<u>4,481</u>
	<u>\$ 7,840,449</u>

**LIABILITIES AND NET ASSETS**

Liabilities

Accounts payable	\$ 56,406
Accrued expenses	1,002,880
Deferred revenue	<u>3,272,096</u>
Total Liabilities	<u>4,331,382</u>

Net Assets

Without donor restrictions	1,396,834
With donor restrictions	<u>2,112,233</u>
	<u>3,509,067</u>
	<u>\$ 7,840,449</u>

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

**HIRE HEROES USA, INC.**  
**STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS**  
**YEAR ENDED DECEMBER 31, 2021**

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Total</u>
<b>Contributions, Receipts and Other Support</b>			
Contributions and grants	\$ 10,177,832	\$ 1,169,360	\$ 11,347,192
Paycheck Protection Program grant (Note 2)	1,602,027	-	1,602,027
Service revenues	429,176	-	429,176
Ancillary income	911	-	911
Interest income	638	-	638
Net assets released from restriction	<u>368,013</u>	<u>(368,013)</u>	<u>-</u>
	<u>12,578,597</u>	<u>801,347</u>	<u>13,379,944</u>
<b>Expenses</b>			
Program activities	10,174,775	-	10,174,775
Management and general	888,939	-	888,939
Fundraising	<u>653,903</u>	<u>-</u>	<u>653,903</u>
	<u>11,717,617</u>	<u>-</u>	<u>11,717,617</u>
Change in Net Assets	860,980	801,347	1,662,327
Net Assets, Beginning of Year	<u>535,854</u>	<u>1,310,886</u>	<u>1,846,740</u>
Net Assets, End of Year	<u>\$ 1,396,834</u>	<u>\$ 2,112,233</u>	<u>\$ 3,509,067</u>

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

**HIRE HEROES USA, INC.**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**YEAR ENDED DECEMBER 31, 2021**

	<u>Program Activities</u>	<u>Management and General</u>	<u>Fundraising</u>	<u>Total</u>
Salaries, other compensation and benefits	\$ 8,144,022	\$ 781,449	\$ 489,583	\$ 9,415,054
Program expenses	548,181	-	-	548,181
Office expenses	310,447	29,878	23,268	363,593
Facilities	330,675	13,491	11,451	355,617
Computer software	318,187	18,927	10,380	347,494
Professional fees and services	293,943	25,838	14,169	333,950
Development	97,353	10,568	5,847	113,768
Events	-	-	91,928	91,928
Travel	54,871	2,122	2,463	59,456
Depreciation	13,119	1,426	782	15,327
Professional development	30,958	2,626	1,440	35,024
Marketing and communications	33,019	2,614	2,592	38,225
	<u>\$ 10,174,775</u>	<u>\$ 888,939</u>	<u>\$ 653,903</u>	<u>\$ 11,717,617</u>
Total functional expenses	<u>\$ 10,174,775</u>	<u>\$ 888,939</u>	<u>\$ 653,903</u>	<u>\$ 11,717,617</u>

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

**HIRE HEROES USA, INC.**  
**STATEMENT OF CASH FLOWS**  
**YEAR ENDED DECEMBER 31, 2021**

Cash Flows from Operating Activities:	
Change in Net Assets	\$ 1,662,327
Adjustments to Reconcile Change in Net Assets	
Assets to Net Cash Provided by Operating Activities:	
Depreciation	15,327
Changes in assets and liabilities:	
Grants and contributions receivable	1,334,212
Prepaid expenses	10,289
Other assets	(39,138)
Accounts payable	53,718
Accrued expenses	98,986
Deferred revenue	<u>(2,145,883)</u>
Net Cash Provided by Operating Activities	<u>989,838</u>
Net Increase in Cash and Cash Equivalents	989,838
Cash and Cash Equivalents at Beginning of Year	<u>5,924,050</u>
Cash and Cash Equivalent at End of Year	<u><u>\$ 6,913,888</u></u>

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

**HIRE HEROES USA, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2021**

**NOTE 1 – NATURE OF ORGANIZATION**

Hire Heroes USA, Inc. (the “Organization”) is a mission-focused, 501(c)(3) not-for-profit organization incorporated in the State of Missouri on September 27, 1990 originally as Health Careers Foundation. The Organization formerly changed its name on April 19, 2010.

The Organization empowers U.S. military members, veterans and spouses to succeed in the civilian workforce. As a 501(c)(3) not-for-profit organization, the Organization’s services are provided at no cost to the beneficiaries. The Organization relies almost exclusively on public and private donations to support its work.

In 2015, the Organization began receiving funding for a peer reviewed study called the Independence Project. The purpose of the study is to pioneer alternatives to dependence for Veterans with disabilities. For internal financial reporting purposes, the Organization considers the Independence Project a separate division.

**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Basis of Accounting

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America (“GAAP”).

Basis of Presentation

The Organization classifies its net assets and revenues and expenses, gains and losses based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of the Organization and changes therein are classified and reported as follows:

Net Assets Without Donor Restrictions – Net assets that are not subject to donor-imposed restrictions and may be expanded for any purpose in performing the primary objective of the Organization. These net assets may be used at the discretion of management and the board of directors.

Net Assets With Donor Restrictions – Net assets subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that such resources be maintained in perpetuity. There were no donor restricted net assets of a perpetual nature at December 31, 2021.

Use of Estimates

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the amounts reported and disclosed in these financial statements. Actual results may differ from these estimates.

**HIRE HEROES USA, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2021**

**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Financial Instruments

The financial instruments shown as assets and liabilities in the statements of financial position are traditional in nature. The carrying value of cash and cash equivalents and all other financial instruments, including payables, approximate their fair value.

Cash and Cash Equivalents

The Organization considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.

Property and Equipment

Property and equipment is stated at cost, less accumulated depreciation, with the exception of donated items, which are stated at fair market value at the date of donation. Expenditures for renewals and improvements are capitalized. Expenditures such as maintenance and repairs, which do not improve or extend the life of the respective assets, are expensed as incurred. The cost and related accumulated depreciation are removed from the accounts for equipment sold or retired. Acquisitions that are greater than \$5,000 and have an estimated useful life greater than one year are capitalized and are depreciated on the straight-line basis using useful lives ranging from five to ten years.

Property and equipment consist of the following at December 31, 2021:

Computer equipment	\$ 72,016
Furniture and fixtures	<u>38,957</u>
	110,973
Less: accumulated depreciation	<u>(106,492)</u>
	<u>\$ 4,481</u>

Revenue Recognition

*Contributions and Grants*

Contributions and grants (including unconditional promises to give, i.e., pledges) are recognized as revenue in the year they are received or pledged, with allowances provided for pledges estimated to be uncollectible. Unconditional pledges that are expected to be collected within one year are recorded at net realizable value. Unconditional pledges that are expected to be collected in future years are recorded at the present value of their estimated future cash flows. 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 on unconditional pledges is included in contributions in the accompanying statement of activities and changes in net assets. Conditional pledges, that is, those with a measurable performance or other barrier and a right of return, are not recognized until the conditions on which they depend have been met. Management routinely monitors the collectability of grants and contributions receivable and has deemed no allowance for uncollectible amounts necessary at December 31, 2021.

**HIRE HEROES USA, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2021**

**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Revenue Recognition (Continued)

*Contributions and Grants (Continued)*

The Organization recognizes contributions and grants as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor-imposed restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and presented in the accompanying statement of activities and changes in net assets as net assets released from restrictions.

A portion of the Organization's revenue is derived from contracts and grants, which are conditioned upon certain performance requirements and/ or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the Organization has met targeted goals and/or incurred expenditures in compliance with specific contract or grant provisions. Amounts received prior to achieving these targeted goals and/or incurring qualifying expenditures are reported as deferred revenue in the accompanying statement of financial position. At January 1, 2021, deferred revenue totaled \$5,417,979.

*Service Revenues*

Service revenues are comprised of various job placement and training and education services for veterans, veterans' family members, and various employers. Revenues for the services are recognized at a point in time, once the service has been completed and the Organization's performance obligation fulfilled.

*Paycheck Protection Program ("PPP") Grant*

In March 2021, the Organization obtained a SBA loan under the second round of PPP in the amount of \$1,602,027. The PPP loan bore interest at 1% and may have required monthly payments of principal and interest through March 2026, which time the outstanding balance was due in full. Under the terms of Coronavirus Aid, Relief, and Economic Securities Act (the "CARES Act"), the Organization applied for PPP loan proceeds used within a specified time period to be forgiven, as the proceeds were used to cover certain payroll and other expenses as defined by the CARES Act. During 2021, the Organization applied and received full forgiveness with its SBA lender.

*Contributed Services and Materials*

Donated services and materials are recognized as revenue at their fair values in the period received.

Functional Expenses

The costs of providing the Organization's various programs and other activities are tracked on a functional basis. Expenses are charged directly to program, management and general or fundraising based on a combination of specific identification and allocation by management. Accordingly, certain costs have been allocated between program and supporting services benefited.

**HIRE HEROES USA, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2021**

**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Risk and Uncertainties

The Organization's financial instruments that are exposed to concentrations of credit risk consist primarily of cash and cash equivalents and grants and contributions receivable. The Organization places its cash and cash equivalents with high quality credit institutions. The Organization's cash balances, at times, may be in excess of federally insured limits. Management continually monitors receivable balances and believes that its exposure to receivables credit risk is limited. If liquidity issues arise in the global credit and capital markets, it is at least reasonably possible that these changes in risks could materially affect the amounts reported in the accompanying financial statements.

The Organization has experienced a disruption of normal business operations caused from COVID-19. The overall financial impact cannot be determined through the date of this report; however, it is reasonably possible that changes in risks in the near term could occur which could result in a material change to the financial statements.

Income Taxes

The Organization is a not-for-profit organization which is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision for income taxes is reflected in the accompanying financial statements.

The Organization annually evaluates all federal and state income tax positions. This process includes an analysis of whether these income tax positions the Organization takes meet the definition of an uncertain tax position under the Income Taxes ("Topic 740") of the FASB's Accounting Standards Codification. The Organization does not believe it has any uncertain tax positions as of December 31, 2021.

In the normal course of business, the Organization is subject to examination by the federal and state taxing authorities. In general, the Organization is no longer subject to tax examinations for tax years ending before December 31, 2018.

**NOTE 3 – LINE OF CREDIT**

During 2021, the Organization entered into a line of credit agreement with a financial institution which allows for maximum borrowings of \$4,000,000. Borrowings bear interest at the Bloomberg Short-Term Bank Yield ("BSBY") daily floating rate plus 2.25% (an effective rate of 2.33% at December 31, 2021) and mature on May 31, 2022, at which time the line of credit will be evaluated for renewal. There were no outstanding borrowings at December 31, 2021. The line of credit agreement contains certain covenants restricting additional borrowings and loans and maintaining certain financial liquidity ratios. The Organization was in compliance with all covenants as of December 31, 2021.

**HIRE HEROES USA, INC.  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2021**

**NOTE 4 – RETIREMENT PLAN**

The Organization provides a 401(k) plan for its eligible employees. The Organization matches employee contributions at 100% up to the first 4% of their annual earnings. The plan stipulates that the Organization has discretion to discontinue matching contributions at any time. Contributions for the year ended December 31, 2021 was approximately \$205,000.

**NOTE 5 – NET ASSETS**

Net assets with donor restrictions were as follows at December 31, 2021:

Career readiness	\$ 20,962
Idaho career and event support	261,911
Time restricted	<u>1,829,360</u>
	<u>\$ 2,112,233</u>

Net assets with donor restrictions released from restrictions were as follows for the year ended December 31, 2021:

Career readiness	\$ 29,061
Idaho career and event support	233,952
Time restricted	<u>105,000</u>
	<u>\$ 368,013</u>

**NOTE 6 – AVAILABILITY AND LIQUIDITY**

The following represents the Organization’s financial assets at December 31, 2021, reduced by amounts not available for expenditure within one year.

Cash and cash equivalents	\$ 6,913,888
Grants and contributions receivable	<u>745,717</u>
Total financial assets	7,659,605
Less those unavailable for general expenditures within one year due to:	
Donor imposed restrictions	<u>(2,112,233)</u>
Financial assets available to meet cash needs for general expenditures within one year	<u>\$ 5,547,372</u>

The Organization has a policy to structure its financial assets to be available as its general expenditures, liabilities and other obligations come due. As part of liquidity management, the Organization monitors the status and collectability of grants and contributions receivable. Grants and contributions are solicited on a regular basis to increase support and revenue. Additionally, the Organization can draw upon its line of credit discussed in Note 3 if to finance short term working capital needs.

**HIRE HEROES USA, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2021**

**NOTE 7 – COMMITMENTS**

The Organization leases office space in Alpharetta, GA, San Diego, CA, Colorado Springs, CO, and Cary, NC under non-cancellable operating leases. The lease agreements required the Organization to make rental payments on a monthly basis. The following is a schedule of annual future minimum payments required under the leases for the years ending December 31:

2022	\$ 233,467
2023	<u>32,349</u>
	<u>\$ 265,816</u>

Rent expense was approximately \$307,000 for the year ended December 31, 2021.