SHENANDOAH WOMEN'S CENTER, INC.

FINANCIAL STATEMENTS

For the Year Ended June 30, 2014

DHHR - Finance

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INDEPENDENT AUDITOR'S REPORT ON FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION

To the Board of Directors Shenandoah Women's Center, Inc.

Report on the Financial Statements

We have audited the accompanying financial statements of Shenandoah Women's Center, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2014, and the related statements of activities, functional expenses, and cash flows 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 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 Shenandoah Women's Center, Inc. as of June 30, 2014, 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

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The

Phone 304-263-0200 · Fax 304-263-0737 · www.deckerandcompany.com

accompanying schedules of federal awards and state grant receipts and expenditures 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 as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated October 17, 2014, on our consideration of Shenandoah Women's Center, 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 Shenandoah Women's Center, Inc.'s internal control over financial reporting and compliance.

Decker & Company PLLC

October 17, 2014

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Shenandoah Women's Center, Inc. STATEMENT OF FINANCIAL POSITION June 30, 2014

ASSETS

Current Assets Cash Grants receivable Golf tournament receivable Prepaid expenses Total current assets Property and equipment, net Total assets	ACCETO	\$ 211,702 30,142 2,650 3,999 248,493 108,108 \$ 356,601
	LIABILITIES	
Current Liabilities Current maturities of notes payable Accounts payable Accrued wages Accrued payroll taxes Accrued compensated absences Total current liabilities		\$ 8,108 3,931 12,325 1,882 12,552 38,798
Long-term Liabilities Notes payable (net of current portion)		67,130
Total liabilities		105,928
Unrestricted Temporarily restricted	NET ASSETS	249,638 1,035
Total net assets		250,673
Total liabilities and net assets		\$ 356,601

Shenandoah Women's Center, Inc. STATEMENT OF ACTIVITIES June 30, 2014

	Unrestricted	porarily stricted	Total
REVENUES AND SUPPORT			
Federal financial assistance	\$ 227,798	\$ -	\$ 227,798
State financial assistance	247,035	 7.5	247,035
Federated agencies	8,969	-	8,969
Donations - individual and corporate	57,809	460	58,269
In-Kind Donations	64,571	-	64,571
Bequests	3,850		3,850
Special events (net of \$12,596 direct expenses)	16,681	4.	16,681
Other income	4,030		4,030
Net assets released from restriction:			
Satisfaction of purpose restriction		(2)	
Total revenues and support	630,743	 460	631,203
EXPENSES			
Program services			
Protective Services for Adults and	200.040		000 040
Children - Domestic Violence Services	368,943	-	368,943
Foundation for Rape and Information Services	20,939		20,939
Arrest	27,252	15	27,252
Violence Against Women	25,552	17	25,552
LAV JAG	4,988	-	4,988
Victims of Crime Assistance	1,725	-	1,725
Victims of Chine Assistance	62,954	 	62,954
Total program services	512,353	 -	512,353
Supporting services			
Management and general	61,628	:-	61,628
Fundraising	22,421		22,421
Total supporting services	84,049	 1 64	84,049
Total expenses	596,402	 	596,402
Change in net assets	34,341	460	34,801
Net assets, beginning of year	215,297	 575	215,872
Net assets, end of year	\$ 249,638	\$ 1,035	\$ 250,673

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

Shenandoah Women's Center, Inc. STATEMENT OF FUNCTIONAL EXPENSES For the year ended June 30, 2014

	Protective Se for Adults a Children - Dor Viotence Ser	end mestic	Foundation for Rape and Information Services	Алгезі	Violence Against Women	LAV	JAG	Victims of Crime Assistance	Total Program Services	Management and General	Fundraising	Total
Advertising	\$	-	\$	3	\$	s +	ş -	s .	\$ -	\$ 3,722	\$.	\$ 3,722
Audit and accounting		6,413					100		6,413	337		6,750
Bank Fees			196			4-			2.5.454	1,293		1,293
Client expense/ allowances		2,822							2,822		12	2,822
Conferences and training		5,854				+	4	100	6,864			6,864
Contracted services		3,143		- 22	4				3,143		-	3,143
Depreciation		0,696			*	90			10,696	1,188		11,884
Donations-In Kind Items	5	4,571		- 3	-	25		100	64,571		14	64,571
Dues		1,015		- 1		100	- 4	12	1,015	339	100	1,354
Employee benefits		0,408	2,305	3.031	2,817	555	213	6,958	36,287	4,268	2,134	42.689
Egulpment rents				573 3	7.7			- 58		27	0.82	
and maintenance		7,196		- 4	+1	10.0	14		7,196	379		7,575
Food		7,298		100	-	1	12	- 2	7,298	4		7,298
Insurance		8,253			-	100	1.5		6,253	329	<u>M</u>	6,582
Interest		3,411	-	A-1	20		(9)	100	3,411	379		3,790
Miscellaneous					4.1				•	3,356		3,356
Оссирансу	3	4,361	- 4			63	12	100	34,361	1,808		36,169
Operating supplies		5,040			4.5	100			5,040	594	297	5,931
Postage		238			4	7723	-	1/6	238	475	238	951
Printing and publications		653	4		+	1.00		-	653	1,308	654	2,615
Salanes and wages	16	6,044	18,634	24,221	22,735	4,433	1,512	55,998	293,575	34,538	17,269	345,382
Security		1,874	TV.		-		-	12	1,874			1,874
Telephone		23.12.000				14						
and communications		9,143							9,143	7,315	1,829	18,287
Travel		1,500							11,500		-	11,500
Total	\$ 36	8,943	\$ 20,939	\$ 27,252	\$ 25,552	\$ 4,988	\$ 1,725	\$ 52,954	\$ 512,353	\$ 61,628	\$ 22,421	\$ 596,402

Shenandoah Women's Center, Inc. STATEMENT OF CASH FLOWS For the year ended June 30, 2014

CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$	34,801
Adjustments to reconcile change in net assets		
to net cash provided by operating activities:		
Depreciation		11,884
Decrease in grants receivable		3,351
(Increase) in other receivable		(2,650)
Decrease in prepaid expenses		5,745
(Decrease) in accounts payable and		
accrued expenses		(4,662)
Increase in accrued compensated absences		2,942
	1,500,000	
Net cash provided by operating activities		51,411
CASH FLOWS FROM INVESTING ACTIVITIES		
Property and equipment additions		(9,940)
77.7. 1. 16.7. 1. 17.		(0.040)
Net cash used in investing activities		(9,940)
CASH FLOWS FROM FINANCING ACTIVITIES		
		(7,803)
Principal payments on notes payable		(7,003)
Net cash used in financing activities		(7,803)
The same of the sa	-	
Increase in cash and cash equivalents		33,668
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR		178,034

CASH AND CASH EQUIVALENTS AT END OF YEAR	\$	211,702
CURRENTAL BIOGLACUES OF CARLET ON MECABLATION.		
SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION:	6	2 700
Interest paid	\$	3,790

Shenandoah Women's Center, Inc. NOTES TO FINANCIAL STATEMENTS June 30, 2014

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization and Nature of Activities

Shenandoah Women's Center, Inc. is a non-stock, non-profit corporation organized under the laws of the State of West Virginia and has been operating since 1977. The Organization's mission is to provide opportunities for all people of the Eastern Panhandle Region of West Virginia to lead a life free of domestic violence and sexual assault, and to retain the right and responsibility for their children.

The Organization relies on federal and state financial assistance to provide for its continuing operations.

Basis of Accounting

The financial statements of the Organization have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables, and other liabilities.

Basis of Presentation

Financial statement presentation follows the requirements of the Not-for-Profit Presentation of Financial Statements Topic of the FASB Accounting Standards Codification. Under the Standards, the Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. There were no permanently restricted net assets at June 30, 2014.

Revenue Recognition

Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and/or nature of any donor restrictions.

All donor-restricted contributions are 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.

Contributed Services

The Organization receives a substantial amount of services donated by its volunteers in carrying out the Organization's mission. No amounts have been reflected in the financial statements for those services since they do not meet the criteria for recognition under the Not-for-Profit Entities Revenue Recognition Topic of the FASB Accounting Standards Codification.

<u>Grants</u>

Grants received by the Organization to provide for operations represent exchange transactions whereby the Organization must provide services as outlined in the related grant agreements. As such, these grants are not considered contributions and are not subject to the provisions of the Not-for-Profit Entities Revenue Recognition Topic of the FASB Accounting Standards Codification.

Cash and Cash Equivalents

For purposes of the Statement of Cash Flows, the Organization considers all unrestricted highly liquid investments with an initial maturity of three months or less to be cash equivalents.

Shenandoah Women's Center, Inc. NOTES TO FINANCIAL STATEMENTS (continued) June 30, 2014

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Grants Receivable

Grants receivable are stated at the amount management expects to collect based on requisitions submitted to grantor agencies. Management provides for probable uncollectible amounts through a provision for bad debt expense and an adjustment to a valuation allowance based on its assessment of the current status of individual receivables from grants. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to the applicable grants receivable.

Property and Equipment

Property and equipment is carried at cost or, if donated, at the approximate fair market value at the date of donation. All property and equipment is depreciated using the straight-line method over the estimated useful lives of the assets. The Organization's policy is to capitalize all property and equipment costs in excess of \$500.

When material in amount, interest related to construction projects is capitalized as a cost of the project.

Estimates

In preparing financial statements in conformity with U.S. generally accepted accounting principles, management must make estimates based on future events that effect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities as of the date of the financial statements, and revenues and expenses during the reporting period. Actual results could differ from these estimates.

Income Tax Status

The Shenandoah Women's Center, Inc. Is a not-for-profit organization and is exempt from federal income taxes under Internal Revenue Code Section 501c(3) and files its information returns in the United States federal jurisdiction. These information returns for the years ended June 30, 2011, 2012, and 2013 are generally subject to examination for three years after they were filed.

CASH

All of the Organization's cash accounts are FDIC insured. Cash balances in excess of FDIC insurance limits, if any, are uncollateralized. Management considers this to be a normal business risk.

PROPERTY AND EQUIPMENT

Property and equipment consisted of the following at June 30, 2014:

Land	\$	11,775
Buildings and improvements		362,191
Equipment, furniture and fixtures		150,294
Accumulated depreciation	2	(416,152)
Net property and equipment	\$	108,108

Shenandoah Women's Center, Inc. NOTES TO FINANCIAL STATEMENTS (continued) June 30, 2014

NOTES PAYABLE

Notes payable at June 30, 2014, consisted of the following:

City of Martinsburg, Martinsburg, West Virginia; term note
dated August 4, 1981 in the original amount of \$117,200; 1.0%
interest rate; payable in monthly installments of \$331, including
principal and interest to August, 2016; secured by deed of trust
on the Organization's shelter.
BB&T, Martinsburg, West Virginia; term note dated September
24, 1997 in the original amount of \$60,000; this loan was

BB&1, Wartinsburg, West Virginia; term note dated September
24, 1997 in the original amount of \$60,000; this loan was
refinanced May 25, 2011 in the amount of \$78,600; variable
interest rate of prime plus 1% with a floor of 5.25%; payable in
59 monthly installments of \$635, including principal and interest
with the balance due by May 25, 2016, secured by a deed of
trust on the Organization's office building.

Total

Less current portion	(8,108)
Non current portion	\$ 67,130

Maturities of notes payable are as follows:

For the year ending June 30:	2015	\$ 8,108
of Year Secretary - Considering - Considerin	2016	8,391
	2017	4,796
	2018	5,054
	2019	5,181
	Thereafter	43,708

Total	\$ 75,238
rotal	3 10,230

\$

8,188

67,050

75,238

LINE OF CREDIT

The Organization has a \$25,000 line of credit agreement with a local bank as of June 30, 2014. The agreement calls for an interest rate of 5% and matures in May 2015. The balance outstanding at June 30, 2014 was \$0.

EQUIPMENT OPERATING LEASES

The Organization has entered into multi-year leases for copier machines. The leases are accounted for as operating leases and \$5,181 has been expensed for the year ended June 30, 2014. Future minimum annual lease payments will be as follows: for the years ending June 30, 2015 - 2016, the amount will be \$4,320 per year and for the year ending June 30, 2017 the amount will be \$2,520.

CONCENTRATION

The Organization receives approximately 50 percent of its total support and revenues from various grants from or through the West Virginia Department of Health and Human Resources.

Shenandoah Women's Center, Inc. NOTES TO FINANCIAL STATEMENTS (continued) June 30, 2014

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 benefited.

TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets are available for the following purposes at June 30, 2014:

New baby cribs	\$ 250
Yogi Fund	325
Playground Equipment	 460
Total Temporarily Restricted Net Assets	\$ 1,035

IN-KIND DONATIONS

The Organization tracks the amount of In-Kind donations it receives for the year. The In-Kind donations are mainly comprised of items such as: food, clothing, furniture, household products, toiletries, and other small items that would be consumed or distributed in a short period of time. Accordingly, there is an offsetting expense for In-Kind donations equal to the amount of revenue recorded in the fiscal year as it has been determined that the economic life is less than one year. The amount recognized as revenue and recorded as expense was \$64,571 for the year.

SUBSEQUENT EVENTS

In preparing these financial statements, the Organization has evaluated events and transactions for potential recognition or disclosure through October 17, 2014, the date the financial statements were available to be issued.



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Shenandoah Women's Center, Inc. SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS For the year ended June 30, 2014

Federal Grantor/Pass-Through Grantor/ Program or Cluster Title	Federal CFDA Number	Federal Expenditures
Department of Justice/WV Division of Criminal Justice Services Stop Violence Against Women	16.589	\$ 23,759
Department of Justice/WV Division of Criminal Justice Services		
Victims of Crime Assistance	16.575	60,716
Department of Health and Human Services/Foundation for Rape and Information Services		
Preventive Health Block Grant	93.136	31,960
Department of Health and Human Services/WV Department of Health and Human Resources Family Violence Prevention	93.671	64,307
rainity violence Prevention	55.071	04,007
FEMA/Emergency Food and Shelter National Board Program Grant	895600-007	625
Department of Health and Human Services/Foundation for Rape and Information Services		
Sexual Assault Program/Arrest	16.590	14,460
Department of Housing and Urban Development Community Development Block Grant	14.218	5,000
Department of Health and Human Services/Foundation for Rape and Information Services		
Sexual Assault Service Program	16.017	16,135
Department of Justice/WV Coalition Against Domestic Violence		
Legal Assistance for Victims	16.524	10,836
Total		\$ 227,798

Shenandoah Women's Center, Inc. SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS For the year ended June 30, 2014

NOTE 1:

BASIS OF PRESENTATION

The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of the Shenandoah Women's Center, Inc. under programs of the federal government for the year ended June 30, 2014 and is prepared in accordance with the accrual basis of accounting under U.S. generally accepted accounting principles. Because the Schedule presents only a selected portion of the operations of the Shenandoah Women's Center, Inc., it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Shenandoah Women's Center, Inc.

Shenandoah Women's Center, Inc. SCHEDULE OF STATE GRANT RECEIPTS AND EXPENDITURES For the year ended June 30, 2014

State Grantor/Program	Grant Receipts		Grani	Grant Expenditures	
WV Department of Health and Human Services Protective Services for Victims of Domestic Violence Grant # G140380	\$	237,035	\$	237,035	
WV Foundation for Rape Information and Services/WVFRIS Grant # W-13-007		10,000	_	10,000	
Total	\$	247,035	\$	247,035	

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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

To the Board of Directors
Shenandoah Women's Center, 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 Shenandoah Women's Center Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2014, and the related statements of activities, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 17, 2014.

Internal Control Over Financial Reporting

in planning and performing our audit of the financial statements, we considered Shenandoah Women's Center Inc.'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 Shenandoah Women's Center Inc.'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 the 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 and therefore, material weaknesses or significant deficiencies may exist that were not identified. 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. We did identify a certain deficiency in internal control, described below that we consider to be a significant deficiency.

14-1 Condition: The Organization's accounting policies and procedures manual should be updated to reflect the current policies, procedures, and personnel positions that are in place and operating as accounting controls.

Criteria: A documented system of accounting policies and procedures is necessary to provide personnel structure to initiate, authorize, process, and report financial transactions on a consistent basis.

Effect: Outdated policies and procedures may lead to inconsistent initiation, authorization, processing and reporting of financial transactions as well as a deterioration of internal controls.

Recommendation: We recommend that the accounting policies and procedures manual is updated to current practices as soon as possible.

Response: We concur with the recommendation. The Organization has already started the process for updating its policies and procedures.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Shenandoah Women's Center Inc.'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*.

The Organization's Response to Findings

Shenandoah Women's Center Inc.'s response to the findings identified in our audit is described above. Shenandoah Women's Center Inc.'s response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

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 organization'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.

Decker & Company PLLC

October 17, 2014

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