Firehouse Subs Public Safety Foundation, Inc.

Financial Statements

Years Ended December 31, 2018 and 2017



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Independent Auditors' Report

Board of Directors Firehouse Subs Public Safety Foundation, Inc. Jacksonville, Florida

We have audited the accompanying financial statements of Firehouse Subs Public Safety Foundation, Inc. (the "Foundation"), a non-profit corporation, which comprise the statements of financial position as of December 31, 2018 and 2017, and the related statements of activities, functional expenses and cash flows 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.

Auditors' 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 audits 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 auditors' 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 the Foundation as of December 31, 2018 and 2017, its operations and cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

Change in Accounting Principle

As discussed in Note 1 to the financial statements, the Foundation adopted FASB ASU 2016-14, Not-for-Profit Entities (Topic 958): *Presentation of Financial Statements of Non-for-Profit Entities* in 2018. Our opinion is not modified with respect to that matter.

Dixon Hughes Goodman LLP

Jacksonville, Florida May 9, 2019

Firehouse Subs Public Safety Foundation, Inc. Statements of Financial Position December 31, 2018 and 2017

	2018			2017		
ASSETS						
Current assets:						
Cash and cash equivalents	\$	3,166,673	\$	3,304,508		
Marketable securities		5,874,350		5,707,452		
Contributions receivable		733,899		413,843		
Due from related parties		62,141		224,645		
Other current assets		25,478		21,686		
Total current assets		9,862,541		9,672,134		
Property and equipment, net		23,740		54,074		
Total assets	\$	9,886,281	\$	9,726,208		
LIABILITIES AND NET ASSETS Current liabilities: Accounts payable and accrued expenses Due to related party Grants payable	\$	83,822 106,609 348,263	\$	52,684 115,807 515,957		
Total current liabilities		538,694		684,448		
Net assets:						
Without donor restrictions		7,704,999		7,272,281		
With donor restrictions		1,642,588		1,769,479		
Total net assets		9,347,587		9,041,760		
Total liabilities and net assets	\$	9,886,281	\$	9,726,208		

Firehouse Subs Public Safety Foundation, Inc. Statements of Activities Years Ended December 31, 2018 and 2017

	Without Donor Restrictions	2018 With Donor Restrictions	Total	Without Donor Restrictions	2017 With Donor Restrictions	Total
Support and other revenue:						
Contributions	\$ 8,364,347	\$ 2,086,034	\$ 10,450,381	\$ 7,259,671	\$ 2,360,724	\$ 9,620,395
In-kind donations	7,400	-	7,400	7,400	-	7,400
Investment (loss) income	(833,102)	-	(833,102)	937,411	-	937,411
Other income	45,517	-	45,517	31,941	-	31,941
Special events	158,787	-	158,787	153,563	-	153,563
Less: direct expenses	(60,328)		(60,328)	(66,865)		(66,865)
Total support	7,682,621	2,086,034	9,768,655	8,323,121	2,360,724	10,683,845
Net assets released from restrictions	2,212,923	(2,212,923)	<u> </u>	1,645,464	(1,645,464)	
Total support and other revenue	9,895,544	(126,889)	9,768,655	9,968,585	715,260	10,683,845
Expense:						
Program services Supporting services:	8,543,037	-	8,543,037	6,988,726	-	6,988,726
Fundraising	584,227	-	584,227	512,725	-	512,725
General and administrative	335,564		335,564	312,349		312,349
Total support services	919,791		919,791	825,074		825,074
Total expenses	9,462,828		9,462,828	7,813,800		7,813,800
Change in net assets	432,716	(126,889)	305,827	2,154,785	715,260	2,870,045
Net assets, beginning of year	7,272,283	1,769,477	9,041,760	5,117,498	1,054,217	6,171,715
Net assets, end of year	\$ 7,704,999	\$ 1,642,588	\$ 9,347,587	\$ 7,272,283	\$ 1,769,477	\$ 9,041,760

					am Services				Supporting Services			
	E	Public Safety Equipment	revention and ducation	Fi a	olarships: refighters and Law forcement	 Disaster Relief	 U.S. Military	_Fu	ndraising	General and Administrative		Total
Year ended December 31, 2	018	<u>}</u>										
Cash donations Equipment donations Food and supplies Rent	\$	4,408,188 2,974,582 - -	\$ 93,885 153,134 667	\$	20,000 - - -	\$ 400,627 49,561 37,737	\$ 6,000 40,859 -	\$	-	\$	- - 5,000	\$ 4,928,700 3,218,136 38,404 5,000
Advertising and promotions Insurance Licenses and permits		7,176 - -	13,762 - -		- -	- -	-		267,719 - -		314 2,234 17,303	288,971 2,234 17,303
Salaries and benefits Professional fees Telephone		253,992 - 2,199	13,522 - 85		741 - 7	35,993 - 174	7,264 - 79		135,061 2,352 1,385		150,086 46,163 1,605	596,659 48,515 5,534
Travel Awards and prizes		18,575	1,664 -		-	-	-		4,344 90,383		2,715	27,298 90,383
Other expenses		2,358	 83		-	 123	 -		82,983		110,144	195,691
Total expenses	\$	7,667,070	\$ 276,802	\$	20,748	\$ 524,215	\$ 54,202	\$	584,227	\$	335,564	\$ 9,462,828
Year ended December 31, 2	017	, _										
Cash donations Equipment donations Food and supplies	\$	3,396,397 2,812,196 -	\$ 101,892 127,097 -	\$	- -	\$ 63,341 8,455 43,677	\$ 12,880 66,751 -	\$	- -	\$	- -	\$ 3,574,510 3,014,499 43,677
Rent Advertising and promotions Insurance		- 9,598 -	- 1,607 -		-	- 6,360 -	-		- 183,062 -		5,000 203 2,144	5,000 200,830 2,144
Licenses and permits Salaries and benefits		- 268,386	- 11,439		-	- 14,643	- 9,646		- 104,347		18,457 131,240	18,457 539,701
Professional fees Telephone Travel		74 1,780 30,835	- 164 29		- 8 -	126 246	- 25 -		5,000 1,274 3,797		54,013 1,572 5,075	59,087 4,949 39,982
Awards and prizes Other expenses		1,031	 -		-	 - 43	 -		99,897 115,348		94,645	99,897 211,067
Total expenses	\$	6,520,297	\$ 242,228	\$	8	\$ 136,891	\$ 89,302	\$	512,725	\$	312,349	\$ 7,813,800

Firehouse Subs Public Safety Foundation, Inc. Statements of Cash Flows Years Ended December 31, 2018 and 2017

	 2018	 2017
Cash flows from operating activities: Change in net assets Adjustments to reconcile change in net assets to net cash	\$ 305,827	\$ 2,870,045
provided by operating activities: Depreciation expense Bad debt expense Unrealized loss (gain) on marketable securities Changes in operating assets and liabilities:	33,073 1,280 833,102	33,541 2,324 (937,411)
Contributions receivable Other current assets Accounts payable Grants payable	 (321,336) (3,792) 31,138 (167,694)	 182,607 (4,585) 8,439 (419,729)
Net cash provided by operating activities	 711,598	 1,735,231
Cash flows from investing activities: Purchase of marketable securities Purchase of property and equipment	 (1,000,000) (2,739)	 (990,605) (1,502)
Net cash used by investing activities	 (1,002,739)	 (992,107)
Cash flows from financing activities: Net loans (to) repayments from related parties	 153,306	 (164,852)
Net cash provided (used) by financing activities	 153,306	 (164,852)
Net change in cash	(137,835)	578,272
Cash and cash equivalents, beginning of year	 3,304,508	 2,726,236
Cash and cash equivalents, end of year	\$ 3,166,673	\$ 3,304,508

Notes to Financial Statements

1. Nature of Organization and Summary of Significant Accounting Policies

Firehouse Subs Public Safety Foundation, Inc. (the "Foundation"), a nonprofit corporation, was incorporated under the laws of the State of Florida on September 7, 2005 and started conducting operations in 2006. Its purpose is to support public safety organizations and disaster relief by providing lifesaving equipment, education scholarships and other financial support, and provide support to the United States military. The majority of revenue sourcing for the Foundation's purpose is obtained through donations from restaurant patrons and vendors of the Firehouse Restaurant Group, Inc. locations ("Firehouse Subs").

The financial statements, which are presented on the accrual basis of accounting, have been prepared to present balances and transactions according to the existence or absence of donor-imposed restrictions.

Net assets and revenue, gains, expenses and losses are required to be classified as without or with donor restrictions based upon the following criteria:

- 1. Net assets without donor restrictions represent expendable funds available for operations, which are not otherwise limited by donor restrictions.
- 2. Net assets with donor restrictions consist of contributed funds subject to specific donor-imposed restrictions contingent upon specific performance of a future event or a specific passage of time before the Foundation may spend the funds.

Contributions

All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. When a donor restriction expires, net assets are reclassified to without donor restrictions and are reported in the statement of activities as net assets released from restriction. However, if a restriction is fulfilled in the same time period in which the contribution is received, the Foundation reports the support as net assets without donor restrictions.

Use of estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect (1) the reported amounts of assets and liabilities; (2) disclosure of contingent assets and liabilities at the date of the financial statements; and, (3) the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates and assumptions.

Cash and cash equivalents

The Foundation considers all highly liquid investments purchased with original maturity of three months or less to be cash equivalents. The Company maintains cash balances in excess of the Federal Deposit Insurance Corporation (FDIC) limit from time to time.

Marketable securities

Marketable securities are recorded at fair value. The fair value of marketable securities is based on the last sales price on the valuation date for those securities traded on national securities exchanges. For securities traded overthe-counter, the last bid price is used. Realized and unrealized gains or losses are determined by comparison of cost to either proceeds received from sales or market values. Purchases and sales of securities are recorded on a trade-date basis. Investment income is recorded when earned. Dividends are recorded on the ex-dividend date. See Note 2.

Investment return objectives, risk parameters and strategies

The Foundation 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 Foundation programs supported by its endowment funds while also maintaining the purchasing power of those endowment assets over the long-term. Accordingly, the investment process seeks to produce total returns sufficient to grow the fund balance in perpetuity and to support future spending for the purposes approved by the Board of Directors or as originally directed by the donor. Endowment assets are invested in a well-diversified asset mix and the Foundation has established allowable ranges by asset class within the portfolio. These asset classes may include: core domestic and international equities, style specific domestic and international equities, small company equities, whether core or style specific, both domestic and international; domestic fixed income securities, global fixed income securities and cash equivalents. In addition, an allocation to hard assets and alternative investments may be included.

Investment performance will be reviewed at least annually by the Board of Directors to determine the continued feasibility of achieving the investment objectives. Investment risk is measured in terms of the total endowment fund; investment assets and allocation between asset classes and strategies are managed to not expose the fund to unacceptable levels of risk.

Contributions receivable

Contributions are recognized when the donor makes an unconditional promise to give to the Foundation and are recorded under revenues, gains and other support. Contributions that are restricted by the donor are reported as increases in unrestricted net assets if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, assets are reclassified to without donor restrictions.

Management evaluates total receivables and includes in the allowance for doubtful accounts an estimate of losses to be sustained. Uncollectible amounts are charged against the allowance account when management determines the possibility of collection is remote. The allowance for doubtful accounts was zero at December 31, 2018 and 2017. No interest is charged on receivables that are past due.

Property and equipment

Property and equipment are recorded at cost which was \$119,008 and \$116,269 at December 31, 2018 and 2017, respectively. Depreciation is computed by straight-line methods applied to individual items, based on estimated useful lives of three years. Accumulated depreciation was \$95,268 and \$62,195 at December 31, 2018 and 2017, respectively. Additions exceeding \$750 are capitalized.

Expenditures for maintenance, repairs, and minor renewals are charged to expense as incurred. Major renewals and betterments are capitalized.

Grants payable

Grants payable represent amounts due to qualifying organizations and causes as approved by the Foundation's Board of Directors.

Quasi-endowment

The Foundation has established and plans to grow a quasi-endowment funds to provide income for stabilizing operations against fluctuations in the annual campaign revenue; to enhance annual campaign revenue from income generated by the endowed gifts; and to provide program funding flexibility not possible through annual campaign revenue including emergency funding, administrative costs, challenge grants and infrastructure needs.

Advertising

Advertising costs are expensed as incurred. Advertising expenses for the years ended December 31, 2018 and 2017 were \$288,971 and \$200,830, respectively.

Expense allocation

The costs of providing the various programs and other 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.

Firehouse Subs Public Safety Foundation, Inc. Designated Fund

In December 2017, a related party contributed \$1,000,000 to establish the Firehouse Subs Public Safety Foundation, Inc. Designated Fund (the "Fund"). The Fund is held at The Community Foundation of Northeast Florida, Inc. (the "Community Foundation") to benefit the Foundation. The Community Foundation maintains variance power over the Fund, therefore the asset is recorded by the Community Foundation and revenue will be recognized by the Foundation as the Community Foundation releases funds to the Foundation. The Fund had a balance of \$155,853 and \$1,000,109 as of December 31, 2018 and 2017, respectively, including net investment earnings of \$4,144 since inception. The Fund released \$848,291 in grants to the Foundation in 2018.

Income taxes

The Foundation is recognized by the Internal Revenue Service as a nonprofit under Section 501(c)(3) of the Internal Revenue Code; accordingly, the accompanying financial statements do not reflect a provision or liability for federal and state income taxes.

New accounting standard

During 2018, the Foundation adopted ASU 2016-14, *Not-for-Profit Entities (Topic 958): Presentation of Financial Statements of Not-for-Profit Entities* ("ASU 2016-14"). ASU 2016-14 addresses the complexity and understandability of net asset classification, deficiencies in information about liquidity of available resources, and the lack of consistency in the type of information provided about expenses and investment return. The fiscal year 2017 financial statements have been adjusted to reflect retrospective application of the new accounting guidance, except for the disclosures around liquidity and availability of resources and analysis of expenses by functional and natural categories. These disclosures have been presented for 2018 as allowed by ASU No. 2016-14.

The net asset reclassifications resulting from the adoption of ASU 2016-14 as of December 31, 2017 is as follows:

Net Asset Classifications	ASU 2016-14 Classifications							
	Without Donor <u>Restrictions</u>	With Donor Restrictions	Total Net Assets					
As previously presented: Unrestricted Temporarily restricted Permanently restricted	\$ 7,272,283 	\$ - 1,769,477 -	\$ 7,272,283 1,769,477					
Net assets as previously presented	<u>\$ 7,272,283</u>	<u>\$ 1,769,477</u>	<u>\$ 9,041,760</u>					

2. Availability of Financial Assets

The following reflects the Foundation's financial assets as of the balance sheet date reduced by amounts not available for general use because of donor-imposed restrictions within one year of the balance sheet date, as required by the Foundation's application of ASU 2016-14 in 2018.

Financial assets, at December 31, 2018:

Cash and cash equivalents Contributions receivable Marketable securities	\$ 3,166,673 733,899 5,874,350
	9,774,922
Less those unavailable for general expenditures within one year due to:	
Donor-imposed restrictions with time or purpose restrictions Board designations:	(1,642,588)
Quasi-endowment fund, primarily for long-term investing	 (5,874,350)
Financial assets available to meet cash needs for general expenditures within one year	\$ 2,257,984

The Foundation is substantially supported by contributions. Because a donor's restriction requires resources to be used in a particular manner or in a future period, the Foundation must maintain sufficient resources to meet those responsibilities to its donors. Thus, financial assets may not be available for general expenditure within one year. As part of the Foundation's liquidity management, it has to a policy to structure its financial assets to be available as general expenditures, liabilities, and other obligations come due. The Foundation also has a significant degree of flexibility and discretion to manage its costs based on the annual contribution levels and financial assets available. In the event of an unanticipated liquidity need, the Foundation's Board could permit the Foundation's quasiendowment as described in Note 3 to be available.

3. Marketable Securities

The Board of Directors ("the Board") established a quasi-endowment fund (the "quasi-endowment fund") in 2014 to invest certain unrestricted contributions as approved by the Board. \$1,000,000 was transferred from cash to the quasi-endowment fund in 2018 (\$1,000,000 in 2017). The overall value of the quasi-endowment fund is \$5,874,350 at December 31, 2018 (\$5,707,452 at December 31, 2017) with substantially all assets in mutual funds. It is the intention of the Foundation to have this quasi-endowment fund treated as an endowment, with principal to remain intact and only interest to be spent, although any portion may be spent at the Board's discretion. Therefore, the fund has been included in unrestricted net assets.

Investment income consisted of the following at December 31, 2018 and 2017:

	2018		2018		
Interest and dividends Market appreciation (decline) Other expenses	\$	294,717 (1,082,302) (45,517)	\$	190,606 778,746 (31,941)	
	<u>\$</u>	<u>(833,102</u>)	\$	937,411	

4. Fair Value Measurements

The Foundation follows accounting standards requiring a framework for measuring fair value. The 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 measurements) and the lowest priority to unobservable inputs (level 3 measurements). The three levels of the fair value hierarchy are described as follows:

Level 1 - Quoted prices are available in active markets for identical investments as of the reporting date.

Level 2 - Valuations for assets and liabilities traded in less active dealer or broker markets. Valuations are obtained from third-party pricing services for identical or similar assets or liabilities.

Level 3 - Pricing inputs are unobservable for the investment and include situations where there is little, if any, market activity for the investment. The inputs into the determination of fair value require management judgment and estimation. Such investment valuations are derived from other valuation methodologies, including option pricing models, discounted cash flow models and similar techniques.

Inputs broadly refer to the assumptions that market participants use to make valuation decisions, including assumptions about risk. The Foundation uses the market approach valuation technique to value its investments.

The following is a description of the valuation methodologies used for assets measured at fair value.

Level 1 Fair Value Measurements - The fair value of mutual funds is based on quoted net asset values of the shares held by the Foundation at year end. The fair value of money market funds is based on transacted values.

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 Foundation 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.

There were no changes during the year ended December 31, 2018 and 2017 to the Foundation's valuation techniques used to measure asset and liability fair values on a recurring basis.

At December 31, 2018 and December 31, 2017, all marketable securities were equity fund mutual funds classified as Level 1.

The Foundation has \$3,166,673 and \$3,304,508 in cash and cash equivalents as of December 31, 2018 and 2017, which was not classified as a Level as prescribed within the fair value hierarchy.

5. Contributions Receivable

Contribution receivables consist primarily of donations generated by in-restaurant initiatives at Firehouse Subs franchise locations and vendor donations. The majority of these receivables are collected within 90 days after period-end and as such there are no credit terms. The Foundation does not charge interest on past due amounts.

An allowance for uncollectible contribution receivables is estimated based on management's judgment on the collectability of these receivables. At December 31, 2018 and 2017, the Foundation considered all remaining receivables to be fully collectible. Accordingly, there was no allowance for doubtful accounts. There was bad debt expense of \$1,280 in 2018 (\$2,324 in 2017).

6. Related Party Transactions

The Foundation received contributions from Firehouse Subs of approximately \$132,000 and \$137,000 for the years ended December 31, 2018 and 2017, respectively.

The Foundation incurred expenses of approximately \$600,000 (\$540,000 in 2017) paid to Firehouse Subs for reimbursement of the Foundation executive director, senior manager of development, senior manager of marketing and communications, senior manager of finance and compliance, events and outreach coordinator, procurement specialist, and administrative assistant salary and benefits.

The Foundation has certain amounts due to and from related parties that are unsecured and due upon demand. Such transactions were made in the ordinary course of business on substantially the same terms and conditions, including interest rates and collateral, as those prevailing at the same time for comparable transactions with other customers, and did not, in the opinion of management, involve more than normal credit risk or present other unfavorable features.

Firehouse Subs provides office facilities as well as accounting assistance to the Foundation at no charge. These in-kind donations are recorded at their estimated fair value of \$7,400 as revenues and expenses in the Statements of Activities for the years ended December 31, 2018 and 2017, respectively.

Firehouse of America, LLC ("FOA") is in the business of franchising Firehouse Subs branded restaurants. FOA conducted a sales promotion for the years ended December 31, 2018 and 2017, whereby FOA donated to the Foundation a sum equivalent to 0.13% of all gross sales generated during the fiscal years 2017 and 2018. Based upon past sales revenue from the restaurants, the donation amount was a minimum guaranteed annual donation of \$1,000,000. The donation is restricted for life-saving equipment to first responders. \$1,000,000 was contributed to the Foundation in 2018 and 2017 and was recorded in the with donor restrictions classification.

In addition, the Foundation is allowed to use the Firehouse Subs trademark name in its operations.

7. Net Assets with Donor Restrictions

Net assets with donor restrictions at December 31, 2018 and December 31, 2017 consist of amounts received by the Foundation designated by donors generally for specific disaster relief and United States military initiatives.

8. Concentrations

The Foundation receives almost all of its support, either directly or indirectly, from the operations of Firehouse Subs.

9. Donated Services

A substantial number of individuals and organizations have made significant contributions of time and expertise in the furtherance of the Foundation's programs. The value of contributed time and expertise is not reflected in these statements, since it does not lend itself to objective measurement.

10. Subsequent Events

The Foundation evaluated the effect subsequent events would have on the financial statements through May 9, 2019, which is the date the financial statements were available to be issued.