

*Financial Statements*

**TULSA LAWYERS FOR CHILDREN, INC.**

December 31, 2017 and 2016

**TULSA LAWYERS FOR CHILDREN, INC.**

INDEPENDENT AUDITOR'S REPORT

and

FINANCIAL STATEMENTS

*December 31, 2017 and 2016*

**TULSA LAWYERS FOR CHILDREN, INC.**

*December 31, 2017 and 2016*

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INDEPENDENT AUDITOR'S REPORT

Board of Directors  
Tulsa Lawyers for Children, Inc.  
Tulsa, Oklahoma

We have audited the accompanying financial statements of Tulsa Lawyers for Children, Inc. (an Oklahoma not-for-profit corporation), which comprise the statements of financial position as of December 31, 2017, and the related statements of activities and changes in net assets, cash flows, and schedule of 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

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

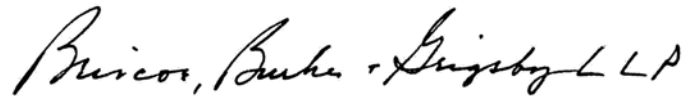
We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

## Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Tulsa Lawyers for Children, Inc., as of December 31, 2017, 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.

## Report on Summarized Comparative Information

We have previously audited the Tulsa Lawyers for Children, Inc.'s 2016 financial statements, and we expressed an unmodified opinion on those audited financial statements in our report dated August 11, 2017. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2016, is consistent, in all material respects, with the audited financial statements from which it has been derived.

  
Briscoe, Burke & Grigsby LLP  
Certified Public Accountants

August 24, 2018  
Tulsa, Oklahoma

# TULSA LAWYERS CHILDREN FOR CHILDREN, INC.

## Statements of Financial Position

*December 31, 2017 and 2016*

<b>ASSETS</b>	<u>2017</u>	<u>2016</u>
<b>Current Assets:</b>		
Cash and cash equivalents	\$ 147,859	\$ 155,438
Contributions receivable	51,015	25,000
Prepaid expenses	<u>2,399</u>	<u>4,524</u>
<b>Total current assets</b>	<b><u>201,273</u></b>	<b><u>184,962</u></b>
<b>Other Assets:</b>		
Funds held by third party	<u>28,403</u>	<u>26,036</u>
<b>Total other assets</b>	<b><u>28,403</u></b>	<b><u>26,036</u></b>
<b>TOTAL ASSETS</b>	<b><u><u>\$ 229,676</u></u></b>	<b><u><u>\$ 210,998</u></u></b>
<b>NET ASSETS</b>		
Without donor restrictions	117,676	105,847
With donor restrictions	<u>112,000</u>	<u>105,151</u>
<b>Total net assets</b>	<b><u>229,676</u></b>	<b><u>210,998</u></b>
<b>TOTAL NET ASSETS</b>	<b><u><u>\$ 229,676</u></u></b>	<b><u><u>\$ 210,998</u></u></b>

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

## TULSA LAWYERS CHILDREN FOR CHILDREN, INC.

### Statements of Activities and Changes in Net Assets

*For the Years Ended December 31, 2017 and 2016*

	Without Donor Restrictions	With Donor Restrictions	Total All Funds 2017	Total All Funds 2016
<b>Revenue:</b>				
Grants and contributions	\$ 250,355	\$ 112,000	\$ 362,355	\$ 285,582
Contributions in-kind	311,184	-	311,184	471,128
Other income	2,581	-	2,581	444
Net assets released from restrictions	105,151	(105,151)	-	-
<b>Total revenue</b>	<b>669,271</b>	<b>6,849</b>	<b>676,120</b>	<b>757,154</b>
<b>Expenses:</b>				
Program services	472,020	-	472,020	588,067
Management and general	139,207	-	139,207	101,873
Fundraising	46,215	-	46,215	29,439
<b>Total expenses</b>	<b>657,442</b>	<b>-</b>	<b>657,442</b>	<b>719,379</b>
 <b>Change in net assets</b>	 <b>11,829</b>	 <b>6,849</b>	 <b>18,678</b>	 <b>37,775</b>
Net assets - beginning of year	105,847	105,151	210,998	173,223
<b>Net assets - end of year</b>	<b>\$ 117,676</b>	<b>\$ 112,000</b>	<b>\$ 229,676</b>	<b>\$ 210,998</b>

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

# TULSA LAWYERS CHILDREN FOR CHILDREN, INC.

## Statements of Cash Flows

*For the Years Ended December 31, 2017 and 2016*

	<u>2017</u>	<u>2016</u>
Increase in net assets	\$ 18,678	\$ 37,775
<b>Adjustments to reconcile change in net assets to net cash provided by operating activities:</b>		
(Increase) decrease in grants receivable	(26,015)	25,000
(Increase) decrease in prepaid expenses	2,125	(4,524)
Increase in funds held by third party	(2,367)	(20,000)
Decrease in accounts payable and accrued liabilities	-	(1,541)
<b>Net cash provided by operating activities</b>	<u><b>(7,579)</b></u>	<u><b>36,710</b></u>
<b>Net increase in cash and cash equivalents</b>	<b>(7,579)</b>	<b>36,710</b>
Cash and cash equivalents at beginning of year	<u>155,438</u>	<u>118,728</u>
<b>Cash and cash equivalents at end of year</b>	<u><b>\$ 147,859</b></u>	<u><b>\$ 155,438</b></u>
<b>Supplemental cash flows data:</b>		
In kind contributions of salaries and wages	<u><u>\$ 311,184</u></u>	<u><u>\$ 471,128</u></u>

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



## TULSA LAWYERS CHILDREN FOR CHILDREN, INC.

### Schedule of Functional Expenses

*December 31, 2017 and 2016*

	<b>2017</b>			
	Program Services	Management and General	Fundraising	Total
Salaries and wages in kind	\$ 311,184	\$ -	\$ -	\$ 311,184
Salaries and wages	106,579	80,478	30,451	217,508
Insurance	17,075	12,893	4,879	34,847
Professional fees	-	25,586	-	25,586
Rent	-	13,156	-	13,156
Travel	17,046	-	-	17,046
Telephone/website	1,855	1,400	530	3,785
Training materials	10,007	-	-	10,007
Dues and subscriptions	735	-	-	735
Information technology	968	731	277	1,976
Supplies	3,677	2,777	1,051	7,505
Postage and shipping	68	52	20	140
Fundraising & event planning	-	-	8,199	8,199
Miscellaneous	2,826	2,134	808	5,768
<b>Total functional expenses</b>	<b>\$ 472,020</b>	<b>\$ 139,207</b>	<b>\$ 46,215</b>	<b>\$ 657,442</b>

	<b>2016</b>			
	Program Services	Management and General	Fundraising	Total
Salaries and wages in kind	\$ 471,128	\$ -	\$ -	\$ 471,128
Salaries and wages	88,255	50,791	19,821	158,867
Insurance	8,406	8,015	3,128	19,549
Professional fees	-	25,674	-	25,674
Rent	-	12,604	-	12,604
Travel	10,048	-	-	10,048
Telephone/website	897	856	334	2,087
Training materials	5,207	-	-	5,207
Dues and subscriptions	-	-	-	-
Information technology	516	492	192	1,200
Supplies	3,502	3,338	1,303	8,143
Postage and shipping	108	103	40	251
Fundraising & event planning	-	-	4,621	4,621
Miscellaneous	-	-	-	-
<b>Total functional expenses</b>	<b>\$ 588,067</b>	<b>\$ 101,873</b>	<b>\$ 29,439</b>	<b>\$ 719,379</b>

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

# **TULSA LAWYERS FOR CHILDREN, INC.**

Notes to Financial Statements

*December 31, 2017 and 2016*

## **1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

### **Nature of Operations**

Tulsa Lawyers for Children, Inc. (“the Organization”) is an Oklahoma not-for-profit corporation formed to ensure effective legal representation of abused and neglected children in Tulsa County by recruiting, training, and assisting volunteer attorneys. The children represented by these volunteer attorneys are in the custody of the Oklahoma Department of Human Services. The Organization’s core program goals are to accept court appointments to represent children in conflict of interest cases and to assure that volunteer attorneys representing children have the professional skill and competence required to practice in such cases.

### **Basis of Accounting**

The Organization’s financial statements have been prepared using the accrual basis of accounting and conform to accounting principles generally accepted in the United States of America as applicable to not-for-profit entities.

### **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 certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

### **Cash and Cash Equivalents**

The Organization considers all unrestricted highly liquid investments with an original maturity of three months or less to be cash equivalents.

### **Contributions**

Contributions received are recorded as net assets without donor restrictions or net assets with donor restrictions, depending on the existence and/or nature of any donor-imposed restrictions. Contributions that are restricted by the donor are reported as an increase in net assets without donor restrictions if the restriction expires in the reporting period in which the contribution is recognized. All other donor restricted contributions are reported as an increase in net assets with donor restrictions, depending on the nature of the restriction. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

### **Functional Expenses**

Expenses have been classified by specific functions where ascertainable. Those expenses which cannot be specifically identified by function type have been allocated to functions based upon management’s best estimate of usage.

# TULSA LAWYERS FOR CHILDREN, INC.

Notes to Financial Statements

*December 31, 2017 and 2016*

## 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

### Income Taxes

The Organization is exempt from Federal income tax under Internal Revenue Code Section 501(c)(3). As such, the Organization is not required to pay Federal income taxes. The Organization is required to file annual information tax returns.

Generally accepted accounting principles require tax effects from an uncertain tax position to be recognized in the financial statements only if the position is more likely than not to be sustained if the position were to be challenged by a taxing authority. The assessment of the tax position is based solely on the technical merits of the position, without regard to the likelihood that the tax position may be challenged. The Organization's primary tax positions relate to its status as a not-for-profit entity exempt from income taxes and classification of activities related to its exempt purpose. As of December 31, 2017, the Organization had no uncertain tax positions that qualify for either recognition or disclosure in the financial statements.

### Net Assets

The net assets of the Organization are classified and reported as follows:

- Net assets without donor restrictions – Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the organization. These net assets may be used at the discretion of the Organization's management and the board of directors.
- Net assets with donor restrictions – Net assets subject to stipulations imposed by donors, and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Organization or by the passage of time. Other donor restrictions are perpetual in nature, where by the donor has stipulated the funds be maintained in perpetuity.
- Donor restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the statements of activities.

# TULSA LAWYERS FOR CHILDREN, INC.

Notes to Financial Statements

December 31, 2017 and 2016

## 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

### Fair Value Measurement

Fair value is defined as the price that would be received to sell an asset in the principal or most advantageous market for the asset in an orderly transaction between market participants on the measurement date. Fair value should be based on the assumptions market participants would use when pricing an asset. US GAAP establishes a fair value hierarchy that prioritizes investments based on those assumptions. The fair value hierarchy gives the highest priority to quoted prices in active markets (observable inputs) and the lowest priority to an entity's assumptions (unobservable inputs). The Organization groups assets at fair value in three levels, based on the markets in which the assets and liabilities are traded and the reliability of the assumptions used to determine fair value. These levels are:

Level 1 – Unadjusted quoted market prices for identical assets or liabilities in active markets as of the measurement date.

Level 2 – Other observable inputs, either directly or indirectly, including:

- Quoted prices for similar assets/liabilities in active markets.
- Quoted prices for identical or similar assets in non-active markets.
- Inputs other than quoted prices that are observable for the asset/liability.
- Inputs that are derived principally from or corroborated by other observable market data.

Level 3 – Unobservable inputs that cannot be corroborated by observable market data.

### New Accounting Pronouncement

On August 18, 2016, FASB issued ASU 2016-14, Not-for-Profit Entities (Topic 958) – *Presentation of Financial Statements of Not-for-Profit Entities*. The update addresses the complexity and understandability of net asset classification, deficiencies in information about liquidity and availability of resources, and the lack of consistency in the type of information provided about expenses and investment return. The Organization has adjusted the presentation of these statements accordingly.

## 2. CONTRIBUTED SERVICES

Contributed services are recognized as contributions if the services, (a) create or enhance non-financial assets, or (b) require specialized skills, are performed by people with those skills, and would otherwise be purchased by the Organization. For the year ended December 31, 2017 and 2016, contributed services that met the above criteria were recorded as contributions in the amount of \$309,729 and \$417,128, respectively. The contributed services were legal representation provided by volunteer attorneys to children in the custody of the Department of Human Services.

# TULSA LAWYERS FOR CHILDREN, INC.

Notes to Financial Statements

December 31, 2017 and 2016

## 3. CONTRIBUTIONS RECEIVABLE

Contributions receivable are summarized as follows as of December 31, 2017 and 2016:

	<u>2017</u>	<u>2016</u>
Oklahoma Bar Foundation	\$ 40,000	\$ -
Commonwealth Foundation	10,000	-
Individual Contributions	1,015	-
H.A. & Mary K. Chapman Charitable Trust	-	25,000
<b>Total Grants Receivable</b>	<b><u>\$ 51,015</u></b>	<b><u>\$ 25,000</u></b>

## 4. ALLOCATION OF JOINT COSTS

The Organization incurred joint costs of \$271,529 and \$156,658 in 2017 and 2016, respectively, for program services and management and general expense that included a component of fundraising appeals. The expenses are allocated based on client's time and effort spent on each function and are determined by management on an equitable basis. The joint costs were allocated as follows:

	<u>2017</u>	<u>2016</u>
Program services	\$ 133,049	\$ 67,363
Management and general	100,466	64,230
Fundraising	38,014	25,065
<b>Total allocation of joint costs</b>	<b><u>\$ 271,529</u></b>	<b><u>\$ 156,658</u></b>

## 5. NET ASSETS

Net assets with donor restrictions are available for the following purposes as of December 31, 2017 and 2016:

	<u>2017</u>	<u>2016</u>
Restricted for educational booklets	\$ -	\$ 4,160
Restricted for computer equipment	-	3,000
Restricted for staff salary	62,000	10,000
Restricted for funds held by third party	-	26,036
Restricted for future operations	-	61,955
Restricted for legal policy study	50,000	-
<b>Total net assets with donor restrictions</b>	<b><u>\$ 112,000</u></b>	<b><u>\$ 105,151</u></b>

# TULSA LAWYERS FOR CHILDREN, INC.

## Notes to Financial Statements

December 31, 2017 and 2016

### 5. NET ASSETS (continued)

Net assets without donor restrictions for the years ended December 31, 2017 and 2016 are as follows:

	<u>2017</u>	<u>2016</u>
Undesignated	\$ 89,273	\$ 79,811
Quasi endowment	<u>28,403</u>	<u>26,036</u>
<b>Total net assets without donor restrictions</b>	<b><u><u>\$ 117,676</u></u></b>	<b><u><u>\$ 105,847</u></u></b>

Net assets released from net assets with donor restrictions for the years ended December 31, 2017 and 2016 are as follows:

	<u>2017</u>	<u>2016</u>
Educational booklets	\$ 4,160	\$ 840
Computer equipment	3,000	-
Staff salary	10,000	-
Funds held by third party	26,036	-
Future operations	<u>61,955</u>	<u>25,000</u>
	<b><u><u>\$ 105,151</u></u></b>	<b><u><u>\$ 25,840</u></u></b>

### 6. CONCENTRATION OF FUNDING SOURCES

For the years ended December 31, 2017 and 2016, twenty grants provided in the amount of \$207,697 and eleven grants in the amount of \$219,273, approximately 31% and 31%, respectively, of the Organization's total support and revenue. For the years ended December 31, 2017 and 2016, client received monthly grants from the Office for Victims of Crime through their Victims of Crime Act grant program for a total of \$130,040 and \$70,773, approximately 19% and 10%, respectively, of the Organization's total support and revenue.

# TULSA LAWYERS FOR CHILDREN, INC.

Notes to Financial Statements

December 31, 2017 and 2016

## 7. AVAILABILITY AND LIQUIDITY

The following represents the Organization's financial assets at December 31, 2017 and 2016:

Financial assets at year end:	<u>2017</u>	<u>2016</u>
Cash and cash equivalents	\$ 147,859	\$ 155,438
Contributions receivable	51,015	25,000
Funds held by third party	<u>28,403</u>	<u>26,036</u>
<b>Total financial assets</b>	<u>227,277</u>	<u>206,474</u>
Less amounts not available to be used within one year:		
Net assets with donor restrictions	112,000	105,151
Less net assets with purpose restrictions to be met in less than a year	(112,000)	(105,151)
Quasi endowment with Tulsa Community Foundation	<u>28,403</u>	<u>26,036</u>
	<u>28,403</u>	<u>26,036</u>
<b>Financial assets available to meet general expenditures over the next twelve months</b>	<u>\$ 198,874</u>	<u>\$ 180,438</u>

## 8. OPERATING LEASE

The Organization rented its office space under a verbal month-to-month lease agreement with a local church through February 2016. In February 2016, the client signed a lease to rent new office space. Total rent expense recorded for the years ended December 31, 2017 and 2016, was \$13,156 and \$12,604, respectively. No additional contribution or expense has been recorded for the use of the office space and related utility costs. At December 31, 2017, the approximate minimum annual rentals under the operating lease agreement until expiration is as follows:

2018	\$14,855
2019	\$16,940
2020	\$17,608
2021	\$18,273
2022	\$10,886

# **TULSA LAWYERS FOR CHILDREN, INC.**

Notes to Financial Statements

*December 31, 2017 and 2016*

## **9. FUNDS HELD IN TRUST BY OTHERS**

During 2007, the Tulsa Community Foundation (the “Foundation”) established the Tulsa Lawyers for Children Fund (the “Fund”) with third-party contributions. The Organization may request grants from the Fund for specific projects or in the event of unusual circumstances of need or opportunity as deemed by its Board of Directors and the Foundation may grant such requests if it concludes that such distributions are neither unreasonable nor inconsistent with the charitable purposes of the Foundation and the Organizations. Funds held by the Tulsa Community Foundation for the years ended December 31, 2017 and 2016, was \$28,403 and \$26,036, respectively. This fund is considered a Level 1 investment.

## **10. PENSION PLAN**

The Organization contributes to the Executive Director’s 401(k) retirement account. The total 401(k) expense for 2017 and 2016 was \$4,800 and \$4,800, respectively.

## **11. SUBSEQUENT EVENTS**

In preparing these financial statements management has evaluated and disclosed all material subsequent events through August 24, 2018, which is the date these statements were available to be issued.



**Briscoe, Burke & Grigsby LLP**  
CERTIFIED PUBLIC ACCOUNTANTS

August 24, 2018

To the Board of Directors  
Tulsa Lawyers for Children, Inc.

We have audited the financial statements of Tulsa Lawyers for Children, Inc. as of and for the year ended December 31, 2017, and have issued our report thereon dated August 24, 2018. Professional standards require that we advise you of the following matters relating to our audit.

**Our Responsibility in Relation to the Financial Statement Audit**

As communicated in our engagement letter dated January 25, 2018, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of its respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing 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 over financial reporting. Accordingly, as part of our audit, we considered the internal control of Tulsa Lawyers for Children, Inc. solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

**Planned Scope and Timing of the Audit**

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

**Compliance with All Ethics Requirements Regarding Independence**

The engagement team, others in our firm, as appropriate, our firm, and our network firms have complied with all relevant ethical requirements regarding independence.

As a safeguard to our independence being impaired due to our firm preparing the financial statements and footnotes, an auditor who did not work on the audit will review the financial statements.

## **Qualitative Aspects of the Entity's Significant Accounting Practices**

### *Significant Accounting Policies*

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by Tulsa Lawyers for Children, Inc. is included in Note 1 to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during 2017. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

### *Significant Accounting Estimates*

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments. We did not identify any sensitive estimates affecting the financial statements.

### *Financial Statement Disclosures*

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. We did not identify any sensitive disclosures affecting the financial statements. The disclosures in the financial statements are neutral, consistent, and clear.

## **Significant Difficulties Encountered during the Audit**

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

### **Uncorrected and Corrected Misstatements**

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. The attached schedule summarizes uncorrected financial statement misstatements whose effects in the current and prior periods, as determined by management, are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. There were no such misstatements.

### **Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to Tulsa Lawyers for Children, Inc.'s financial statements or the auditor's report. No such disagreements arose during the course of the audit.

### **Representations Requested from Management**

We have requested certain written representations from management, which are included in the attached letter dated August 24, 2018.

### **Management's Consultations with Other Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

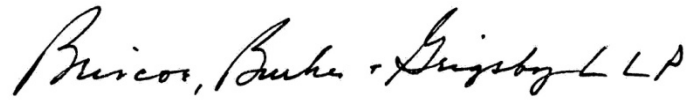
### **Other Significant Matters, Findings or Issues**

In the normal course of our professional association with Tulsa Lawyers for Children, Inc., we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating conditions affecting the entity, and operating plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as Tulsa Lawyers for Children, Inc.'s auditors.

Tulsa Lawyers for Children, Inc.  
August 24, 2018  
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This report is intended solely for the information and use of the Board of Directors and management of Tulsa Lawyers for Children, Inc. and is not intended to be and should not be used by anyone other than these specified parties.

If you have any questions regarding the above, please do not hesitate to contact us at your convenience.

  
Briscoe, Burke & Grigsby LLP  
Certified Public Accountants

August 24, 2018  
Tulsa, Oklahoma

Tulsa Lawyers for Children, Inc.  
 August 24, 2018  
 Page 5

Client: 60864 - Tulsa Lawyers for Children  
 Engagement: 2017 Audit - Tulsa Lawyers for Children  
 Period Ending: 12/31/2017  
 Trial Balance: 103TB - Annual Trial Balance - 2 Year  
 Workpaper: 103 PJE - Proposed Journal Entries Report

Account	Description	W/P Ref	Debit	Credit
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**Proposed Journal Entries**

<b>Proposed Journal Entries JE # 901</b>		7103		
<To record for revenue from VOCA due to timing of recording grants for the year then ended December 31, 2017.>				
110000	Grants Receivable		4,906.24	
430000	Income:430000 -- Government Grants			4,906.24
<b>Total</b>			<b>4,906.24</b>	<b>4,906.24</b>

<b>Proposed Journal Entries JE # 902</b>		7203		
<To record prepaid expenses for 2018 that were expensed in 2017 for the year then ended December 31, 2017.>				
1550	Prepaid Expenses		1,435.00	
650200	Expenses:650000 -- Professional Development:650200 -- Training / Conferences			800.00
650300	Expenses:650000 -- Professional Development:650300 -- Memberships			635.00
<b>Total</b>			<b>1,435.00</b>	<b>1,435.00</b>

<b>Proposed Journal Entries JE # 903</b>		7203		
<To record receivable for refund client will receive for double payment for catering for the year then ended December 31, 2017. >				
1200	1200 Accts Recvble/Unermd Grnts		1,549.02	
700000	Special Events			1,549.02
<b>Total</b>			<b>1,549.02</b>	<b>1,549.02</b>

<b>Total Proposed Journal Entries</b>			<b>7,890.26</b>	<b>7,890.26</b>
<b>Total All Journal Entries</b>			<b>7,890.26</b>	<b>7,890.26</b>