



**AND AFFILIATE**

**COMBINED GENERAL PURPOSE FINANCIAL STATEMENTS  
IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS AND  
UNIFORM GUIDANCE  
JUNE 30, 2021 AND 2020**

## COMMONWEALTH CORPORATION AND AFFILIATE

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June 30, 2021 and 2020

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**Unmodified Opinion on Combined General Purpose Financial Statements Accompanied  
by Other Information – Governmental Entity**

Independent Auditor's Report

To the Boards of Directors of  
Commonwealth Corporation and Affiliate:

**Report on the Combined General Purpose Financial Statements**

We have audited the accompanying combined general purpose financial statements of Commonwealth Corporation, a component unit of the Commonwealth of Massachusetts, and Commonwealth Corporation Foundation (a Massachusetts corporation, not for profit) (collectively, the Agency) which comprise the combined statements of net position as of June 30, 2021 and 2020, and the related combined statements of revenues, expenses and changes in net position and cash flows for the years then ended, and the related notes to the combined general purpose financial statements.

***Management's Responsibility for the Combined General Purpose Financial Statements***

Management is responsible for the preparation and fair presentation of these combined general purpose 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 combined general purpose 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 combined general purpose financial statements based on our audits. We conducted our audits 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 audits to obtain reasonable assurance about whether the combined general purpose financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the combined general purpose financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the combined general purpose 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 combined general purpose 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 combined general purpose 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 combined general purpose financial statements referred to on page one present fairly, in all material respects, the combined net position of Commonwealth Corporation and Commonwealth Corporation Foundation as of June 30, 2021 and 2020, and the changes in their net position and their cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the *Management's Discussion and Analysis* on pages 2 through 10 be presented to supplement the basic combined general purpose financial statements. Such information, although not a part of the basic combined general purpose financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic combined general purpose financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic combined general purpose financial statements, and other knowledge we obtained during our audit of the basic combined general purpose financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### *Other Information*

Our audits were conducted for the purpose of forming an opinion on the combined general purpose financial statements as a whole. The accompanying Schedule of Expenditures of Federal Awards for the year ended June 30, 2021, as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the combined general purpose 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 combined general purpose financial statements. The information has been subjected to the auditing procedures applied in the audit of the combined general purpose financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the combined general purpose financial statements or to the combined general purpose 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 combined general purpose 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 21, 2021, on our consideration of the Agency'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 solely 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 the effectiveness of the Agency's 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 the Agency's internal control over financial reporting and compliance.

*AAFCPA, Inc.*

Boston, Massachusetts  
October 21, 2021

## COMMONWEALTH CORPORATION AND AFFILIATE

Management's Discussion and Analysis  
June 30, 2021 and 2020

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This Management's Discussion and Analysis provides an overview of the Commonwealth Corporation (the Corporation) and Affiliate's (collectively, the Agency) financial activities for the fiscal year ended June 30, 2021. Please read it in conjunction with the Agency's combined general purpose financial statements and related footnotes, which begin on page 11.

### Description of Major Programs by Division

The Corporation designs and executes workforce and youth development programs in partnership with businesses, educators, and providers across the Commonwealth of Massachusetts (the Commonwealth). These programs address persistent workforce challenges, such as the skills gap for targeted industries and populations.

As part of a broader workforce development community that is dedicated to meeting the needs of job seekers, students of all ages and businesses in Massachusetts, we work across the Commonwealth with sensitivity to regional economic differences. The context for our work is the knowledge and innovation economy of the Commonwealth.

The Corporation's strategy is to invest in the development of regional training partnerships among businesses, education and workforce organizations in high demand and emerging industry sectors, as well as youth pathways that combine work and learning. The Corporation's mission and goals are advanced through grant-making, technical assistance, research and evaluation that informs to practice policy and the development and dissemination of tools, resources and models that enhance service delivery and performance.

The Corporation invests in programs in three primary areas:

- Preparing and connecting unemployed and underemployed individuals to in-demand jobs.
- Providing work experience and work readiness skills development for teens and young adults.
- Upgrading the skills of incumbent workers, so that Massachusetts businesses can improve their competitiveness in the global economy.

Commonwealth Corporation Foundation:

- The Corporation maintains control of the Commonwealth Corporation Foundation (the Foundation). The Foundation, a Massachusetts corporation, was created to support and further the charitable and educational purposes of the Corporation. The Foundation is included in the audited combined general purpose financial statements presented in this report. For the first time since its inception in 2011, the Foundation was awarded a conditional grant of \$1 million from the Strada Education Network. Installments of \$100,000 and \$458,000 were collected during the years ended June 30, 2021 and 2020, respectively. The revenue recognized from this conditional grant is \$358,193 and \$78,705 for years ended June 30, 2021 and 2020, respectively. As stipulated in the grant agreement the funds are due back to the funder if satisfactory and timely performance of grant activities are not met, accordingly \$344,769 and \$602,962 are presented as advance on conditional grant in the accompanying combined statements of net position as of June 30, 2021 and 2020, respectively. During fiscal year 2021, the Foundation was the recipient of an unrestricted grant for \$1,393,437 from the IKEA US Community Foundation.

## COMMONWEALTH CORPORATION AND AFFILIATE

Management's Discussion and Analysis  
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### Description of Major Programs by Division (Continued)

The Corporation includes two operational divisions:

- **The Sector & Regional Strategies Division** with revenues of \$19.5 million compared to an annual budget of \$19.7 million. The following major programs are being administered through this division:
  - **The Workforce Training Fund Program (WTFP)**, which helps Massachusetts businesses address productivity and competitiveness by providing them with resources to upgrade the skills of their employees. The grant program is funded through quarterly assessments on Massachusetts unemployment insurance contributions. Assessments accumulate in a trust fund to be distributed to businesses in the form of training grants. In fiscal year 2021, the majority of funds were awarded in two programs: (1) General Program - 133 training grants involving 170 businesses. The total amount awarded was \$16.6 million. These businesses plan to train 9,320 workers with these funds. (2) Express Program - 573 grant awards to 385 small businesses (100 or fewer employees), seeking a total of \$3.7 million to train more than 3,400 employees. Additionally, expenses were also incurred for the Manufacturing Emergency Response Training Grant Program to support manufacturers pivoting to the production of personal protective equipment to train staff to manage those pivots and the resulting work.
  - **The Workforce Competitiveness Trust Fund (WCTF)/Learn to Earn (LTE)** is a fund created to develop programs to meet the skill needs of businesses with high-demand occupations. The purpose of the fund is to support the development and implementation of employer and worker-responsive programs to enhance worker skills, incomes, productivity, and retention and to increase the quality and competitiveness of Massachusetts firms. WCTF programs serve men and women across the Commonwealth whose life experiences and circumstances make it difficult for them to succeed in employment without targeted support. They include individuals who are underemployed and rely on aid from public benefits to support their families, individuals who have been disconnected from the workforce for a long period, and people who have not been able to complete school. Others do not speak English as their first language, have health problems or struggle with substance addiction. Learn to Earn programs utilize the WCTF model to prepare individuals who are receiving public benefits for jobs in high-demand occupations, while helping individuals navigate cliff effects. This is part of a strategic initiative of various state agencies working together to understand cliff effects and make changes to smooth the cliff to incentivize work.
  - **Career Technical Initiative (CTI)** is a program designed to address the persistent demand for skilled workers in the construction/trades and manufacturing sector. The goal is to transform vocational high schools into Career Technical Institutes, running three shifts per day to expand enrollment of high school students and adults. Commonwealth Corporation manages grant funding provided to the vocational schools to provide adult training programs. This was a newly funded program in fiscal year 2021.
  - **Rapid Reemployment Program** is a program designed to address the significant economic impact of COVID-19 on the more than 1.8 million Massachusetts residents who have experienced an employment interruption due to COVID. The program made available CARES Act funding to scale up existing training vendors, partnering with employers, to train and place in employment, individuals impacted by COVID for priority occupations to meet post-COVID hiring demand.

## COMMONWEALTH CORPORATION AND AFFILIATE

Management's Discussion and Analysis  
June 30, 2021 and 2020

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### Description of Major Programs by Division (Continued)

- **The Youth Pathways and Justice-Based Initiatives Division** with revenues of \$40.2 million compared to a budget of \$41.8 million. The following major programs are being administered:
  - **YouthWorks** is a youth at risk program that represents a \$15.5 million state budget appropriation to provide subsidized employment and work-readiness training for low-income teens in more than thirty cities and towns across Massachusetts. The Corporation's staff works with workforce boards, career centers and their community providers to organize and structure summer and year-round employment, and work-based learning and career pathway skills training opportunities for more than 4,000 youth each year.
  - **Signal Success** is a work readiness and career exploration curriculum developed by staff on the Youth Pathways team and is aimed at improving long-term employment outcomes for young people. The curriculum is being implemented in community-based programs participating in the YouthWorks program and also to a growing list of non-YouthWorks partners accessing customized curriculum as part of the fee-for-service portfolio. Contracts excluding YouthWorks and WIOA funding, totaled \$39,000 for fiscal year 2021.
  - The Corporation, in partnership with the Collaborative for Educational Services (CES), is under contract to deliver education and workforce transition services to all youth who are in custody of the Commonwealth's **Department of Youth Services (DYS)**. The work helps ensure that youth and teens committed to DYS have access to high-quality education and employability opportunities. Youth Pathways staff helped design core standards that define educational quality in DYS' residential programs, and support programs in meeting these standards through assessment and technical assistance. Staff also manages the Leadership, Education, and Advocacy Development Initiative (L.E.A.D.) formerly known as, an initiative that provides career readiness and vocational programming for DYS youth who have returned to their community. Finally, staff work to integrate the arts into DYS residential and community programming through visual art education, arts engagement, community arts partnerships, and an annual youth art showcase. Fiscal year 2021 was the sixth year of a multi-year contract with annual revenue of about \$17.4 million. DYS was due to release a Request for Proposals (RFP) in fiscal year 2019 to re-procure these services. The Corporation was awarded a second one-year interim contract for fiscal year 2022. The RFP will only be for workforce development services, not combined with education services as it was configured in prior years. We intend to apply for these funds.
  - **The Safe and Successful Youth Initiative (SSYI)** is a multi-faceted effort led by the Executive Office of Health and Human Services (EOHHS) to reduce youth violence in Massachusetts. The program seeks to engage young men and women aged seventeen to twenty-four who have been identified by local law enforcement as 'proven risk', or at the highest risk for being perpetrators and/or victims of violence. EOHHS provides funding to fourteen cities to implement a coordinated intervention strategy that includes identification of potential participants by law enforcement, constant outreach and in-reach to incarcerated individuals, trauma counseling, and case management support as well as education, employability and transitional employment services. The Corporation is under contract to provide program management and deliver technical assistance to the fourteen SSYI communities. Our staff works to ensure that state monies are spent according to budget, local partners are providing evidence-based services, provide professional development, and that supports each community in collecting and reporting data that document services and outcomes.

## COMMONWEALTH CORPORATION AND AFFILIATE

Management's Discussion and Analysis  
June 30, 2021 and 2020

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### Description of Major Programs by Division (Continued)

- **Demonstration Workforce Development Re-Entry Program (Re-Entry Program)** is a sector strategy-focused initiative. The purpose of this program is to support the development and implementation of employer and worker-responsive programs to enhance worker skills, incomes, productivity, and retention and to increase the quality and competitiveness of Massachusetts companies. Re-Entry programs serve men and women across the Commonwealth who are returning to the community from incarceration. The program participants are individuals who have been in the community no more than six months post-incarceration and need intensive supports so they can successfully gain skills and meaningful industry-focused employment.

### The Combined Statements of Net Position (Page 11)

The combined statements of net position show comparative financial data from June 30, 2021 and 2020, and include all assets and liabilities of the Agency, as a whole. Additionally, these statements report total net position and the changes in net position.

- **Total Assets** in the amount of \$35.3 million increased by \$3.8 million from the previous year total of \$31.5 million:
  - Cash and cash equivalents in the amount of \$23 million increased by \$0.1 million from last year's \$22.9 million.
    - Cash for operations is deposited in a bank account and includes non-interest-bearing checking accounts and an interest-bearing operations/sweep account.
    - The Agency has substantial cash balances as a result of contract advances.
    - Due from (to) funds of \$867,000 represents a net receivable from cost reimbursement contracts against cash received from other contracts.
  - Grants, contracts, and other receivables in the amount of \$12.2 million increased by \$3.7 million from last year's \$8.5 million.
  - Capital assets, net consist largely of office and computer equipment, decreased by approximately \$23,000 due to depreciation for the year of approximately \$23,000.
- **Total Liabilities and Net Position** increased by \$3.8 million.
  - Grants and other payables increased by approximately \$4.7 million from approximately \$6 million as of June 30, 2020 to approximately \$10.7 million as of June 30, 2021.
  - Deferred revenue totaled \$20.7 million; a decrease of \$1.9 million compared to \$22.6 million last year and consists of cash received on contracts in advance of expenditures.
  - There was a decrease in advance on conditional grant of approximately \$258,000 from approximately \$603,000 as of June 30, 2020, to approximately \$345,000 as of June 30, 2021.
  - The Net Position balance of approximately \$2.1 million represents an approximate increase of \$1.4 million from last year's balance of approximately \$712,000.



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Management's Discussion and Analysis  
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### The Combined Statements of Revenues, Expenses and Changes in Net Position (Page 12)

The combined statements of revenues, expenses and changes in net position account for two basic fund groups:

- **Unrestricted Funds:** This fund group is unrestricted in nature, and the related assets have no external restrictions imposed upon their use.
  - **General Fund:** This component accounts for unrestricted financial activity that is not specific to other funds.
  - **Indirect Cost Pools:** This component includes costs that are not identifiable with a particular cost objective but are necessary to the general operation of the Agency. The Agency's four indirect cost pools are Corporate General and Administrative (G&A); Field (Subrecipient contracts) G&A; Facilities/Occupancy and Information Technology.
- **Restricted Grants and Contract Funds:** This fund group includes resources that are to be expended for specified purposes as determined by grantor agreements, contractual terms and conditions, and donor/foundation requirements. The vast majority of funds received by the Agency is restricted by nature.

#### Operating Revenues and Expenses

Fiscal year 2021 shows a \$9.6 million increase in revenue and a \$8.3 million increase in expenditures from fiscal year 2020. Annual revenue and expenditures totaled \$61 million and \$60 million, respectively, for the year ended June 30, 2021.

- **Operating Revenues**
  - There are two ways revenue is billed for and received (1) expenditures have been incurred and billing takes place on a cost reimbursement basis or (2) no expenditures have been incurred yet and billing takes place on an advance basis. Any grants and contracts revenue received in advance will be deferred and will not be recognized until an actual expense has occurred. Revenue each year will be recognized as part of a balanced budget (i.e. budget revenue will match budget expenses and actual fiscal year expenses incurred by the fund will match total revenue recognized by the fund).
  - Interest income totaled \$53,586. Interest earned on assets is distributed on a prorated cash balance basis. Interest earned and distributed in fiscal year 2021:

<u>Fund</u>	<u>Interest</u>
WTFP	\$ 41,450
General Fund	12,069
WCTF	<u>67</u>
	<u>\$ 53,586</u>

## COMMONWEALTH CORPORATION AND AFFILIATE

Management's Discussion and Analysis  
June 30, 2021 and 2020

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### The Combined Statements of Revenues, Expenses and Changes in Net Position (Page 12) (Continued)

#### Operating Revenues and Expenses (Continued)

- Operating Expenses
  - Salaries and wages in the amount of \$4.1 million increased by approximately \$200,000 as compared to last year's total of \$3.9 million. This increase is partly due to new positions added during the year and promotions.
  - Payroll taxes and fringe benefits increased by approximately \$100,000 relative to the positions filled during the year.
  - Other program costs of approximately \$120,000 include program supplies, stipends and program start-up costs.
  - Subrecipient contracts in the amount of \$52.8 million increased by \$8.1 million as compared to last year's total of \$44.7 million.
  - Meetings, conference and travel were lower by a combined approximately \$91,000 due to the current COVID social distancing restrictions.

The table below compares current and last year subrecipient expenditures:

<u>Fund Description</u>	<u>2021</u>	<u>2020</u>	<u>Change</u>
DYS Youth State Funds	\$ 15,616,293	\$ 16,818,927	\$ (1,202,634)
Summer Jobs Program - Youth at Risk	12,845,680	11,058,442	1,787,238
WTFP	12,028,292	13,646,922	(1,618,630)
Governor's Emergency Education Relief Fund	6,314,003	-	6,314,003
WCTF	3,047,590	2,083,090	964,500
Delivery System Reform Incentive Payment	647,668	451,957	195,711
High School Student Education Internship Program	623,834	-	623,834
CTI	568,170	-	568,170
Demonstration Workforce Development Program	448,817	411,224	37,593
Miscellaneous	378,108	30,397	347,711
Youth with Disabilities	231,720	169,529	62,191
Healthcare Workforce Transformation Fund	90,331	64,902	25,429
Workforce Innovation and Opportunity Act	5,000	-	5,000
	<u>\$ 52,845,506</u>	<u>\$ 44,735,390</u>	<u>\$ 8,110,116</u>

## COMMONWEALTH CORPORATION AND AFFILIATE

Management's Discussion and Analysis  
June 30, 2021 and 2020

### Analysis of Significant Actual to Budget Variances

Managing the corporate budget and accounting for actual to budget variances allows for timely measurement of fiscal performance against annual corporate expense and revenue forecasts; quarterly reviews allow for corrective action if required. The table below lists fiscal year 2021 corporate expenditures against the 2021 fiscal year budget:

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
<b>Operating Revenues:</b>			
Grants and contracts	\$ 61,360,113	\$ 61,608,296	\$ (248,183)
Interest income and other	54,026	-	54,026
Total operating revenues	<u>61,414,139</u>	<u>61,608,296</u>	<u>(194,157)</u>
<b>Operating Expenses:</b>			
Salaries and wages	4,059,661	3,314,594	745,067
Payroll taxes and fringe benefits	1,170,469	994,381	176,088
Equipment and facilities	814,527	919,942	(105,415)
Professional services	803,405	717,695	85,710
Office costs and supplies	129,459	54,596	74,863
Other program costs	119,913	210,739	(90,826)
Depreciation	22,944	-	22,944
Meetings and conferences	13,803	28,480	(14,677)
Travel	<u>8,381</u>	<u>146,940</u>	<u>(138,559)</u>
Operating expenses before contracts	7,142,562	6,387,367	(755,195)
Sub-recipient contracts	<u>52,845,506</u>	<u>53,679,842</u>	<u>(834,336)</u>
Total operating expenses	<u>59,988,068</u>	<u>60,067,209</u>	<u>(1,589,531)</u>
Changes in net position	<u>\$ 1,426,071</u>	<u>\$ 1,541,087</u>	<u>\$ (115,016)</u>

The Agency's total operating revenue and expenses for fiscal year 2021 were lower than budget by approximately \$200,000 and \$1.6 million, respectively.

Operating expenses before subrecipient contracts were under budget by approximately \$755,000 and subrecipient expenditures were below budget by approximately \$834,000.

- Salaries and wages were above budget by 22%, as there were needed positions that were filled and promotions given during fiscal year 2021. Salaries and wages account for the second largest corporate expense and it is closely managed against budget. Salaries and wages from the last five years compared to operating expenses before subrecipient contracts and total operating expenses:

	<u>Salaries</u>	<u>Expenses Before Contracts</u>	<u>%</u>	<u>Total Corporate</u>	<u>%</u>
2021	\$ 4,059,661	\$ 7,142,562	56.84%	\$ 59,988,068	6.77%
2020	\$ 3,940,845	\$ 6,978,948	56.47%	\$ 51,714,338	7.62%
2019	\$ 3,561,986	\$ 6,434,453	55.36%	\$ 50,042,387	7.12%
2018	\$ 3,453,167	\$ 6,141,186	56.23%	\$ 52,626,360	6.56%
2017	\$ 3,588,722	\$ 6,472,294	55.45%	\$ 55,158,871	6.51%

## COMMONWEALTH CORPORATION AND AFFILIATE

Management's Discussion and Analysis  
June 30, 2021 and 2020

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### Analysis of Significant Actual to Budget Variances (Continued)

- Fiscal year 2021 executive staff salaries:
  - Chief Executive Officer/President \$ 165,000
  - Chief Financial Officer \$ 144,200
  - Senior Vice President Programming \$ 117,222
  - Vice President Youth Pathways \$ 113,327
- Payroll taxes and fringe benefits in the amount of approximately \$1,170,000 were higher than the approximate \$994,000 budget total by approximately \$176,000. Costs in health insurance remained similar to the prior year.
- Professional services were higher than budget by approximately \$86,000.
- Sub-recipient contracts with a budget of \$53.7 million and with sub-recipient expenditures in the amount of \$52.8 million had a negative variance mostly due to slower than expected expenses submitted by grantees due to the pandemic but offset to additional funding received during the fiscal year. Some of these funds are part of multi-year contracts and will be rolled over to be available to grantees in fiscal year 2022.

### Current Known Facts, Decisions, and Conditions

The Agency has positioned itself as a strong and effective player in the workforce development, youth development, and economic development fields and has a solid history of cost-effective service delivery and performance. The current pandemic situation and its effect on high unemployment, present opportunities for our work and our programs. The continuing pressure of the skills gap for businesses in Massachusetts presents another opportunity for the Agency.

In a multi-agency effort to mitigate COVID related costs, a recent opportunity developed into a partnership with the Executive Office of Labor and Workforce Development and the Department of Education, where the Corporation will administer \$7 million in funding for private schools. Once executed, the Corporation will administer up to 54 grants to private schools. Funds have been spent by these schools before December 31, 2020.

The Agency's priority over the next three years is to expand access to adult education and employment training opportunities to prepare a greater number of unemployed and underemployed jobseekers across the Commonwealth for success in the high-demand occupational pathways of their choosing while meeting employer need for a reliable, skilled workforce. This includes continuing to pilot innovative programming to meet the needs of specific populations (e.g. Speakers of Languages Other than English, BIPOC (Black, Indigenous, and other People of Color) and specific industries (e.g. Healthcare, IT, etc.).

To achieve success, we must all act with a sense of urgency upskilling the needs of unemployed, entry-level workers who have been most impacted by COVID. To do this, the governor has proposed investing \$240 million in proven, existing models to provide retraining pathways for 52,000 unemployed and underemployed workers over three years in occupations with current and projected hiring gaps in healthcare, manufacturing, trades, finance, and regional growth. The Agency will be working closely with the Workforce Skills Cabinet and the Executive Office of Labor and Workforce Development (EOLWD) to ensure we achieve the greatest impact, focusing on historically underserved communities.

We have already experienced a significant increase in state funding for WCTF and CTI programs and expect further increases once the American Rescue Plan Act (ARPA) dollars are allocated, with an estimated \$40 million over the next 4 years in funding. This is a significant investment, requiring us to re-examine our partnerships as we look for strategies that will enable us to scale up quickly to ensure that these dollars effectively and efficiently reach and impact our workforce. We have an opportunity to further leverage our partnerships, challenging each other to ensure we maximize the impact on those we serve.

## **COMMONWEALTH CORPORATION AND AFFILIATE**

Management's Discussion and Analysis  
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### **Current Known Facts, Decisions, and Conditions (Continued)**

The Agency will launch our three-year strategic plan, early in the third quarter of fiscal year 2022 further establishing the Agency as a leader in workforce development, and preparing for the dramatic growth in funding expected from ARPA and state funding. Our plan will focus on the following areas:

- Integration of diversity, equity, and inclusion principles into our programs, services, and organizational structures through community collaboration. Our vision of a society where upward economic mobility is possible for all - cannot be accomplished alone, but through the collective efforts and support of our staff, partners, board members and the communities in which we live and serve.
- Improve infrastructure, drive productivity, and achieve access and equity by decreasing inefficiencies and eliminating barriers. This will require an organizational focus and investment in capital over the next three years to achieve.

### **Contacting the Agency's Financial Management**

This Management's Discussion and Analysis has been designed to provide the reader with a general overview of Commonwealth Corporation and Affiliate's finances and to show accountability for the funds it receives. If you have questions about this report or need additional information, please contact the Finance Department of the Agency.

**COMMONWEALTH CORPORATION AND AFFILIATE**

Combined Statements of Net Position  
June 30, 2021 and 2020

	2021			2020		
	Unrestricted	Restricted Grant and Contract Fund	Total	Unrestricted	Restricted Grant and Contract Fund	Total
<b>Assets</b>						
Current Assets:						
Cash and cash equivalents	\$ 1,872,765	\$ 21,154,297	\$ 23,027,062	\$ 603,222	\$ 22,311,038	\$ 22,914,260
Grants, contracts and other receivables	-	12,186,024	12,186,024	2,053	8,473,599	8,475,652
Due from (to) funds	867,307	(867,307)	-	1,011,986	(1,011,986)	-
Prepaid expenses and other	23,701	-	23,701	31,213	-	31,213
Total current assets	2,763,773	32,473,014	35,236,787	1,648,474	29,772,651	31,421,125
Capital Assets, net	40,513	-	40,513	63,457	-	63,457
Total assets	<u>\$ 2,804,286</u>	<u>\$ 32,473,014</u>	<u>\$ 35,277,300</u>	<u>\$ 1,711,931</u>	<u>\$ 29,772,651</u>	<u>\$ 31,484,582</u>
<b>Liabilities and Net Position</b>						
Current Liabilities:						
Grants and other payables	\$ 45,640	\$ 10,682,152	\$ 10,727,792	\$ 100,397	\$ 5,892,274	\$ 5,992,671
Accrued contract expenses	450	986,070	986,520	-	1,249,097	1,249,097
Accrued payroll and other	329,948	-	329,948	326,164	-	326,164
Advance on conditional grant	344,769	-	344,769	602,962	-	602,962
Deferred revenue	-	20,749,793	20,749,793	-	22,601,281	22,601,281
Total current liabilities	720,807	32,418,015	33,138,822	1,029,523	29,742,652	30,772,175
Net Position:						
Unrestricted net position	2,042,966	-	2,042,966	618,951	-	618,951
Restricted net position	-	54,999	54,999	-	29,999	29,999
Invested in capital assets	40,513	-	40,513	63,457	-	63,457
Total net position	2,083,479	54,999	2,138,478	682,408	29,999	712,407
Total liabilities and net position	<u>\$ 2,804,286</u>	<u>\$ 32,473,014</u>	<u>\$ 35,277,300</u>	<u>\$ 1,711,931</u>	<u>\$ 29,772,651</u>	<u>\$ 31,484,582</u>

The accompanying notes are an integral part of these combined general purpose statements.

**COMMONWEALTH CORPORATION AND AFFILIATE**

Combined Statements of Revenues, Expenses and Changes in Net Position  
For the Years Ended June 30, 2021 and 2020

	2021			2020		
	Unrestricted	Restricted Grant and Contract Fund	Total	Unrestricted	Restricted Grant and Contract Fund	Total
<b>Operating Revenues:</b>						
Grants and contracts	\$ 1,751,630	\$ 59,608,483	\$ 61,360,113	\$ 78,534	\$ 51,290,971	\$ 51,369,505
Interest income	12,069	41,517	53,586	15,763	369,164	384,927
Other income	440	-	440	-	-	-
Total operating revenues	<u>1,764,139</u>	<u>59,650,000</u>	<u>61,414,139</u>	<u>94,297</u>	<u>51,660,135</u>	<u>51,754,432</u>
<b>Operating Expenses:</b>						
Salaries and wages	905,340	3,154,321	4,059,661	832,757	3,108,088	3,940,845
Payroll taxes and fringe benefits	259,976	910,493	1,170,469	220,484	873,220	1,093,704
Equipment and facilities	697,500	117,027	814,527	658,224	66,722	724,946
Professional services	201,918	601,487	803,405	188,039	405,978	594,017
Office costs and supplies	68,285	61,174	129,459	101,270	84,451	185,721
Other program costs	-	119,913	119,913	-	261,489	261,489
Depreciation	22,944	-	22,944	19,573	-	19,573
Meetings and conferences	603	13,200	13,803	3,318	37,653	40,971
Travel	3,612	4,769	8,381	2,445	69,737	72,182
Bad debt	-	-	-	-	45,500	45,500
Indirect operating expense allocation	(2,155,303)	2,155,303	-	(2,020,442)	2,020,442	-
Total operating expenses before subrecipient contracts	<u>4,875</u>	<u>7,137,687</u>	<u>7,142,562</u>	<u>5,668</u>	<u>6,973,280</u>	<u>6,978,948</u>
Subrecipient contracts	<u>358,193</u>	<u>52,487,313</u>	<u>52,845,506</u>	<u>78,534</u>	<u>44,656,856</u>	<u>44,735,390</u>
Total operating expenses	<u>363,068</u>	<u>59,625,000</u>	<u>59,988,068</u>	<u>84,202</u>	<u>51,630,136</u>	<u>51,714,338</u>
Changes in net position	1,401,071	25,000	1,426,071	10,095	29,999	40,094
<b>Net Position:</b>						
Beginning of year	<u>682,408</u>	<u>29,999</u>	<u>712,407</u>	<u>672,313</u>	<u>-</u>	<u>672,313</u>
End of year	<u>\$ 2,083,479</u>	<u>\$ 54,999</u>	<u>\$ 2,138,478</u>	<u>\$ 682,408</u>	<u>\$ 29,999</u>	<u>\$ 712,407</u>

The accompanying notes are an integral part of these combined general purpose statements.

**COMMONWEALTH CORPORATION AND AFFILIATE**Combined Statements of Cash Flows  
For the Years Ended June 30, 2021 and 2020

	<u>2021</u>	<u>2020</u>
<b>Cash Flows from Operating Activities:</b>		
Receipts from contracting agencies and grantors	\$ 55,540,060	\$51,690,296
Collections of interest and other income	54,026	384,927
Payments to employees	(4,051,177)	(3,859,715)
Payments of payroll taxes and employee benefits	(1,175,227)	(1,103,453)
Payments to subrecipients	(48,318,205)	(44,515,246)
Payments to vendors and suppliers	(1,936,675)	(1,782,063)
	<u>112,802</u>	<u>814,746</u>
Net cash provided by operating activities	112,802	814,746
<b>Cash Flows from Investing Activities:</b>		
Acquisition of capital assets	-	(33,108)
	<u>-</u>	<u>(33,108)</u>
<b>Net Change in Cash and Cash Equivalents</b>	112,802	781,638
<b>Cash and Cash Equivalents:</b>		
Beginning of year	<u>22,914,260</u>	<u>22,132,622</u>
End of year	<u>\$ 23,027,062</u>	<u>\$ 22,914,260</u>
<b>Reconciliation of Changes in Net Position to Net Cash Provided by Operating Activities:</b>		
Changes in net position	\$ 1,426,071	\$ 40,094
Adjustments to reconcile changes in net position to net cash provided by operating activities:		
Depreciation	22,944	19,573
Bad debt	-	45,500
Changes in operating assets and liabilities:		
Grants, contracts and other receivables	(3,710,372)	(901,965)
Prepaid expenses and other	7,512	47,908
Grants and other payables	4,735,121	138,953
Accrued contract expenses	(262,577)	144,231
Accrued payroll and other	3,784	57,696
Advance on conditional grant	(258,193)	379,295
Deferred revenue	(1,851,488)	843,461
	<u>(1,851,488)</u>	<u>843,461</u>
Net cash provided by operating activities	<u>\$ 112,802</u>	<u>\$ 814,746</u>



## COMMONWEALTH CORPORATION AND AFFILIATE

Notes to Combined General Purpose Financial Statements  
June 30, 2021 and 2020

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### 1. OPERATIONS AND NONPROFIT STATUS

#### Operations

Commonwealth Corporation (the Corporation) is a quasi-public agency established by the Commonwealth of Massachusetts (the Commonwealth) and signed into law by the Governor on August 13, 1996. The Corporation is governed, and its corporate powers exercised, by a Board of Directors whose members are appointed for a fixed term by the Governor of the Commonwealth. The Corporation strengthens the skills of Massachusetts youth and adults by investing in innovative partnerships with industry, education and workforce organizations. The Corporation seeks to meet the immediate and emerging needs of businesses and workers so they can thrive in our dynamic economy.

The Corporation maintains control of the Commonwealth Corporation Foundation (the Foundation) (see Note 10). The Foundation, a Massachusetts corporation, was created during the year ended June 30, 2011, to support and further the charitable and educational purposes of the Corporation.

#### Nonprofit Status

The Corporation is a quasi-public organization and an instrumentality of the Commonwealth, and it is exempt from Federal and state income taxes under Internal Revenue Code (IRC) Section 115.

The Foundation is exempt from Federal income taxes as an organization (not a private foundation) formed for charitable purposes under Section 501(c)(3) of the IRC. The Foundation is also exempt from state income taxes. Donors may deduct contributions made to the Foundation within the IRC requirements.

### 2. SIGNIFICANT ACCOUNTING POLICIES

#### Basis of Presentation - GASB Standards

The accompanying combined general purpose financial statements were prepared using the economic resources measurement focus and the accrual basis of accounting. Because the Corporation is a quasi-public corporation, its accounting policies and combined general purpose financial statement presentation are governed by standards issued by the Governmental Accounting Standards Board (GASB). The Corporation follows GASB standards for Comprehensive Annual Financial Reporting. These standards outline financial reporting requirements for state and local governments. The Corporation is considered a special purpose government organization that conducts only business-type activities within the meaning of GASB standards, and therefore, only has enterprise funds within its proprietary fund. The Corporation has no governmental funds. As such, the Corporation is not required to present government-wide financial statements, but rather only the accompanying fund financial statements. In applying the GASB provisions, organizations like the Corporation can use standards applicable to proprietary fund accounting, and need not follow the provisions of governmental fund accounting.

Consistent with the provisions of GASB standards for the Reporting Entity and Component Unit Presentation of Disclosure, as clarified by GASB Statement 61, *"The Financial Reporting Entity: Omnibus"*, the Foundation is blended in these combined general purpose financial statements as a component unit of the Corporation. The Foundation is presented in accordance with the provisions of the Financial Accounting Standards Codification, as established by the Financial Accounting Standards Board (FASB). See Note 10 for the Foundation's condensed financial statements.

The Corporation follows the GASB standard, *Accounting and Financial Reporting for Proprietary Funds and Other Governmental Entities That Use Proprietary Fund Accounting*. The Corporation has elected to apply the provisions of all relevant pronouncements of FASB that do not conflict with or contradict GASB codifications. References to U.S. GAAP in these notes are to the FASB Accounting Standards Codification (ASC) and the GASB Codification.

## COMMONWEALTH CORPORATION AND AFFILIATE

Notes to Combined General Purpose Financial Statements  
June 30, 2021 and 2020

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### 2. SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### Principles of Combination

The Corporation is related to the Foundation through common Boards of Directors membership. The combined general purpose financial statements include the activity and net assets of the Corporation and the Foundation (collectively, the Agency). All intercompany balances and transactions have been eliminated in the accompanying combined general purpose financial statements.

#### Cash and Cash Equivalents

For the purpose of the combined statements of cash flows, cash and cash equivalents consist of checking, money market, and savings accounts, and other highly liquid investment instruments issued with maturities of ninety days or less, including amounts held in the Massachusetts Municipal Depository Trust (MMDT) cash portfolio (see below and Note 3).

The MMDT cash portfolio is not registered with the Securities and Exchange Commission (SEC) as an investment company, but maintains a policy to operate in a manner as a qualifying external investment pool as defined by GASB Statement 31 (GASB 31), *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*. The MMDT cash portfolio adheres to GASB Statement 79 (GASB 79), *Certain External Investment Pools and Pool Participants*, which amends GASB 31 and establishes accounting and financial reporting standards for state and local governments that participate in a qualifying external investment pool that measures for financial reporting purposes all of its investments at amortized cost. Under the amortized cost valuation method, an investment is valued initially at its cost and thereafter adjusted for the amount of interest income accrued each day over the term of the investment to account for any difference between the initial cost of the investment and the amount payable at its maturity.

#### Grants, Contracts and Other Receivables

Grants, contracts and other receivables (see Note 4) include revenue amounts due from state and Federal agencies (see below), as well as advance payments to subrecipients. Advance payments to subrecipients (see page 16) are made under specific grant awards that allow the subrecipients to receive advance payments to fund program operations. The Agency reclassifies these advance payments to operating expenses as the subrecipient provides evidence of grant expenditures applicable to the advance.

#### Capital Assets

Capital assets (see Note 5) consist of office equipment, furniture and fixtures, and leasehold improvements, which are depreciated on the straight-line method over the lesser of their estimated useful lives of three to five years or the life of the lease (see Note 6).

## COMMONWEALTH CORPORATION AND AFFILIATE

Notes to Combined General Purpose Financial Statements  
June 30, 2021 and 2020

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### 2. SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### Net Position

Resources are classified for accounting purposes into the following net position categories:

**Unrestricted net position** - Represents the portion of unrestricted expendable funds that are used to support the Agency's operations and accounts for funds for which the Agency has met imposed restrictions in accordance with funding agreements or management contracts.

**Restricted net position** - Represent resources that are to be expended for specified purposes as determined by grantor agreements, contractual terms and conditions, and donor requirements. The vast majority of funds received by the Agency is restricted by nature.

**Invested in capital assets** - Account for net equity related to capital assets purchased by the Agency and used in operations.

#### Revenue Recognition

Grants and contracts revenue (including state and Federal grants received through the Commonwealth) is earned in accordance with funding agreements as expenses are incurred. Substantially all grants and contracts have constraints imposed by grantors and are accordingly classified as restricted revenue (Restricted Grant and Contract Fund). Interest and other income are recognized on an accrual basis when earned. Deferred revenue consists of contract funds received for which program expenses have not yet been incurred.

The Foundation must determine whether a contribution (or a promise) is conditional or unconditional for transactions deemed to be a contribution. A contribution is considered to be a conditional contribution if an agreement includes a barrier that must be overcome and either a right of return of assets or a right of release of a promise to transfer assets exists. Indicators of a barrier include measurable performance-related barriers or other measurable barriers, a stipulation that limits discretion by the recipient on the conduct of an activity, and stipulations that are related to the purpose of the agreement. The Foundation should not consider probability of compliance with the barrier when determining if such awards are conditional and should be reported as conditional grant advance liabilities until such conditions are met. See Note 9 for disclosure of the Foundation's conditional grant at June 30, 2021 and 2020.

#### Subrecipient Contracts

Subrecipient contracts are recorded when expenses are incurred and supporting documentation has been provided by subrecipients.

#### Indirect Operating Expenses

The Agency's indirect costs are cost categories that are not directly charged to programs. These costs are accumulated in cost pools and allocated to programs based on actual time worked and historical cost trends. These indirect cost pools are included in unrestricted operating expenses and include occupancy, information technology, and fringe benefits as well as administrative costs. Indirect operating expenses totaled \$2,155,303 and \$2,020,442 for the years ended June 30, 2021 and 2020, respectively.

## COMMONWEALTH CORPORATION AND AFFILIATE

Notes to Combined General Purpose Financial Statements  
June 30, 2021 and 2020

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### 2. SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### Fair Value Measurements

The Agency follows the accounting and disclosure standards pertaining to GASB 72, *Fair Value Measurements and Application*, and ASC Topic, *Fair Value Measurements*, for qualifying assets and liabilities. Fair value is defined as the price that the Agency would receive upon selling an asset or pay to settle a liability in an orderly transaction between market participants.

The Agency uses a framework for measuring fair value that includes a hierarchy that categorizes and prioritizes the sources used to measure and disclose fair value. This hierarchy is broken down into three levels based on inputs that market participants would use in valuing the financial instruments based on market data obtained from sources independent of the Agency. Inputs refer broadly to the assumptions that market participants would use in pricing the financial instrument, including assumptions about risk. Inputs may be observable or unobservable.

Observable inputs are inputs that reflect the assumptions market participants would use in pricing the financial instrument developed based on market data obtained from sources independent of the reporting entity. Unobservable inputs are inputs that reflect the reporting entity's own assumptions about the assumptions market participants would use in pricing the asset developed based on the best information available.

The three-tier hierarchy of inputs is summarized in the three broad levels as follows:

- Level 1 - Inputs that reflect unadjusted quoted prices in active markets for identical assets at the measurement date.
- Level 2 - Inputs other than quoted prices that are observable for the asset either directly or indirectly, including inputs in markets that are not considered to be active.
- Level 3 - Inputs that are unobservable and which require significant judgment or estimation.

An asset or liability's level within the framework is based upon the lowest level of any input that is significant to the fair value measurement.

#### Estimates

The preparation of the combined general purpose financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the combined general purpose financial statements and revenues and expenses during the reporting period. Actual results could differ from those estimates.

#### Subsequent Events

Subsequent events have been evaluated through October 21, 2021, which is the date the combined general purpose financial statements were available to be issued. There were no events that met the criteria for recognition or disclosure in the combined general purpose financial statements.

## COMMONWEALTH CORPORATION AND AFFILIATE

Notes to Combined General Purpose Financial Statements  
June 30, 2021 and 2020

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### 3. MASSACHUSETTS MUNICIPAL DEPOSITORY TRUST INVESTMENTS

The Agency holds investments in the Massachusetts Municipal Depository Trust's (MMDT) cash portfolio (see Note 2) in the amount of \$16,683,035 and \$18,460,135 at June 30, 2021 and 2020, respectively. MMDT is an investment program, founded in 1977 under the supervision of the State Treasurer of the Commonwealth, in which municipalities may pool excess cash for investment. MMDT was established to provide professionally managed investment funds to meet the investment needs of the Commonwealth and its political subdivisions.

The table below represents the maturities of instruments held by MMDT in its cash portfolio. The MMDT cash portfolio is managed independently, and the Agency cannot influence how investments are allocated among the categories, which are disclosed as follows as of June 30:

<u>Securities With an Effective Maturity of:</u>	<u>Percentage of Total Net Position</u>	
	<u>2021</u>	<u>2020</u>
1 - 30 Days	52.2%	55.0%
31 - 90 Days	31.7	23.2
91 - 180 Days	11.1	17.5
181 - Days or more	<u>5.0</u>	<u>4.3</u>
Total	<u>100.0%</u>	<u>100.0%</u>

The MMDT cash portfolio may only invest in securities rated in the highest rating category (if rated) or evaluated by the portfolio's investment adviser to be of equivalent credit quality (if unrated) and bank deposits meeting the portfolio credit quality requirements of GASB 79 (see Note 2). Investments that were permissible at the time acquired may continue to be held to the extent consistent with GASB 79.

Securities rated in the highest short-term rating category (and unrated securities of comparable quality) are identified as First Tier securities. Securities rated in the second highest short-term rating category (and unrated securities of comparable quality) are identified as Second Tier securities. The MMDT cash portfolio follows applicable regulations in determining whether a security is rated and whether a security rated by multiple nationally recognized statistical rating organizations in different rating categories should be identified as a First or Second Tier security.

Credit ratings for the securities in the cash portfolio are shown in the table below based on total market value as of June 30:

	<u>Cash Portfolio Quality Diversification</u>	
	<u>First Tier</u>	<u>Second Tier</u>
2021	100.0%	- %
2020	100.0%	- %

**COMMONWEALTH CORPORATION AND AFFILIATE**

Notes to Combined General Purpose Financial Statements  
June 30, 2021 and 2020

**4. GRANTS, CONTRACTS AND OTHER RECEIVABLES**

Grants, contracts and other receivables consist of the following at June 30:

	<u>2021</u>	<u>2020</u>
State agencies	\$ 7,635,667	\$ 4,810,457
Net advance payments	4,468,131	3,549,653
Other	<u>82,226</u>	<u>115,542</u>
	<u>\$ 12,186,024</u>	<u>\$ 8,475,652</u>

**5. CAPITAL ASSETS**

The following schedule presents the changes in capital assets for the year ended June 30, 2021:

	<u>Balance at July 1, 2020</u>	<u>Additions</u>	<u>Disposals</u>	<u>Balance at June 30, 2021</u>
Capital assets, depreciable:				
Equipment	\$ 217,908	\$ -	\$ -	\$ 217,908
Leasehold improvements	82,142	-	-	82,142
Furniture and fixtures	<u>56,855</u>	<u>-</u>	<u>-</u>	<u>56,855</u>
Total	<u>356,905</u>	<u>-</u>	<u>-</u>	<u>356,905</u>
Less - accumulated depreciation:				
Equipment	175,089	11,255	-	186,344
Leasehold improvements	71,454	6,003	-	77,457
Furniture and fixtures	<u>46,905</u>	<u>5,686</u>	<u>-</u>	<u>52,591</u>
Total accumulated depreciation	<u>293,448</u>	<u>22,944</u>	<u>-</u>	<u>316,392</u>
Capital assets, net	<u>\$ 63,457</u>	<u>\$ (22,944)</u>	<u>\$ -</u>	<u>\$ 40,513</u>

The following schedule presents the changes in capital assets for the year ended June 30, 2020:

	<u>Balance at July 1, 2019</u>	<u>Additions</u>	<u>Disposals</u>	<u>Balance at June 30, 2020</u>
Capital assets, depreciable:				
Equipment	\$ 184,800	\$ 33,108	\$ -	\$ 217,908
Leasehold improvements	82,142	-	-	82,142
Furniture and fixtures	<u>56,855</u>	<u>-</u>	<u>-</u>	<u>56,855</u>
Total	<u>323,797</u>	<u>33,108</u>	<u>-</u>	<u>356,905</u>
Less - accumulated depreciation:				
Equipment	168,309	6,780	-	175,089
Leasehold improvements	64,346	7,108	-	71,454
Furniture and fixtures	<u>41,220</u>	<u>5,685</u>	<u>-</u>	<u>46,905</u>
Total accumulated depreciation	<u>273,875</u>	<u>19,573</u>	<u>-</u>	<u>293,448</u>
Capital assets, net	<u>\$ 49,922</u>	<u>\$ 13,356</u>	<u>\$ -</u>	<u>\$ 63,457</u>

## COMMONWEALTH CORPORATION AND AFFILIATE

Notes to Combined General Purpose Financial Statements  
June 30, 2021 and 2020

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### 6. COMMITMENTS

#### Facility and Equipment Leases

The Agency leases office space under two operating leases expiring through June 2022. Effective June 30, 2021, one of the leases was terminated. Aggregate monthly rents range from \$30,834 to \$31,931 under the remaining lease term. As security for a lease, the Agency was required to obtain an irrevocable letter of credit in the amount of \$106,000. As of June 30, 2021 and 2020, there were no draws against the letter of credit. Rent expense under the facility leases was approximately \$456,000 and \$460,000 for the years ended June 30, 2021 and 2020, respectively, which is included in equipment and facilities in the accompanying combined statements of revenues, expenses and changes in net position.

The Agency also leased equipment under various agreements which expire through January 2023.

Future minimum lease payments under these agreements are as follows:

	<u>Facility</u>	<u>Equipment</u>
2022	\$ 383,177	\$ 40,164
2023	<u>-</u>	<u>20,082</u>
Total	<u>\$ 383,177</u>	<u>\$ 60,246</u>

### 7. RETIREMENT PLANS

Under the terms of the Agency's Section 401(a) retirement plan, adopted in December 1997, contributions are made on behalf of employees based on their employment dates. These employees do not participate in the Federal social security system. A minimum contribution of 7.5% of salary plus an optional amount, subject to the Board of Directors approval, of up to 5.7% is made for employees hired after December 31, 1996. Employees hired prior to December 31, 1996, are not eligible for this plan. During fiscal years 2021 and 2020, the Agency made contributions of 13.2%. This plan does not permit employee contributions.

Additionally, employees hired by one of the Agency's predecessor entities prior to December 1996, participate in a separate plan, the Federal social security system. In addition to the required employer match of social security of 6.2%, a retirement plan contribution of 1.3% of salary is made by the Agency.

Contributions to the plan in fiscal years 2021 and 2020 totaled approximately \$507,000 and \$493,000, respectively, and are included in payroll taxes and fringe benefits in the accompanying combined statements of revenues, expenses and changes in net position.

The Agency also established a Section 457 employee deferred compensation plan, effective December 1, 1997. This is a voluntary plan in which employees who elect to participate can have funds withheld from their pay on a pre-tax basis. All employees are eligible to participate upon their employment commencement date. There is no minimum contribution, and employees are subject to the maximum deferral limits as set by the Internal Revenue Service (IRS). The Agency does not make contributions to the plan.

## COMMONWEALTH CORPORATION AND AFFILIATE

Notes to Combined General Purpose Financial Statements  
June 30, 2021 and 2020

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### 8. CONCENTRATIONS AND CONTINGENCIES

#### Cash

The Agency maintains certain cash and cash equivalents balances in a bank in Massachusetts and is insured within the limits of the Federal Deposit Insurance Corporation (FDIC). At certain times, cash balances exceeded the insured amounts. In addition, cash and cash equivalents invested in MMDT (see Note 3) are not FDIC insured. As of June 30, 2021 and 2020, the Agency's exposure for uninsured funds was approximately \$22,777,000 and \$22,664,000 respectively. The Agency has not experienced any losses in such accounts and management believes the credit risk related to the Agency's cash and cash equivalents is not significant.

#### Revenue and Accounts Receivable

The Agency expends resources in connection with Federal and state grants and contracts received through the Commonwealth that are subject to review and audit by the respective governments or their representatives. Such audits could result in requests for reimbursement to the government agency if expenditures are disallowed. Management is not aware of any specific disallowances and believes the results of any such audit would not produce material changes to these combined general purpose financial statements.

#### Coronavirus

During fiscal years 2021 and 2020, COVID-19 was recognized as a global pandemic. Federal, state and local governments in the U.S have imposed restrictions on travel and business operations. While the business disruption is currently expected to be temporary, there is considerable uncertainty around the duration and the impact it will have on the Agency's operations and financial position. As a result, the adverse impact COVID-19 will have on the Agency's businesses, operating results, cash flows and financial condition is uncertain. It is management's opinion that the adverse impact, if any, would not be material.

### 9. CONDITIONAL GRANT

During fiscal year 2019, the Foundation was awarded a \$1,014,000 conditional grant, payable in thirteen installments of various amounts through December 2021 and is dependent on the satisfactory and timely performance of the grant activities as specified by the funder. Installments totaling \$100,000 and \$458,000 were collected during the years ended June 30, 2021 and 2020, respectively. The Foundation earned \$358,193 and \$78,705, respectively, during the years ended June 30, 2021 and 2020, which is included in grants and contracts in the accompanying combined statements of revenues, expenses, and changes in net position. As stipulated in the grant agreement the funds are due back to the funder if satisfactory and timely performance of grant activities are not met, accordingly \$344,769 and \$602,962 are presented as advance on conditional grant in the accompanying combined statements of net position as of June 30, 2021 and 2020, respectively.



## COMMONWEALTH CORPORATION AND AFFILIATE

Notes to Combined General Purpose Financial Statements  
June 30, 2021 and 2020

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### 10. COMMONWEALTH CORPORATION FOUNDATION AND RELATED PARTY TRANSACTIONS

#### Commonwealth Corporation Foundation

As of and for the years ended June 30, the Foundation had the following activity:

	<u>2021</u>	<u>2020</u>
<b>Assets:</b>		
Cash and cash equivalents	\$ <u>1,927,764</u>	\$ <u>633,050</u>
<b>Liabilities:</b>		
Due to the Corporation	144,619	5,714
Advance on conditional grant	<u>344,769</u>	<u>602,962</u>
Total liabilities	\$ <u>489,388</u>	\$ <u>608,676</u>
<b>Net Position:</b>		
Unrestricted net position	\$ 1,383,377	\$ (5,625)
Restricted net position	<u>54,999</u>	<u>29,999</u>
Total net position	\$ <u>1,438,376</u>	\$ <u>24,374</u>
<b>Operating Revenues</b>	\$ 1,752,070	\$ 108,533
<b>Operating Expenses</b>	<u>363,068</u>	<u>84,159</u>
<b>Changes in Net Position</b>	\$ <u>1,389,032</u>	\$ <u>24,374</u>

#### Related Party Transactions

During fiscal years 2021 and 2020, the Foundation made grants of \$358,193 and \$78,705, respectively, to the Corporation. The amount has been eliminated from both grants and contracts and subrecipient contracts in the accompanying combined statements of revenues, expenses and changes in net position.

The Corporation pays certain operating expenses on behalf of the Foundation. As of June 30, 2021 and 2020, the Foundation owes the Corporation \$144,619 and \$5,714, respectively, which has been eliminated in the accompanying combined statements of net position.

COMMONWEALTH CORPORATION AND AFFILIATE

Schedule of Expenditures of Federal Awards  
For the Year Ended June 30, 2021

Federal Grantor/ Pass-Through Grantor/ Program Title	Assistance Listing Number	Pass-Through Entity Identifying Number	Federal Expenditures	Expenditures to Subrecipients
<b><u>U.S. Department of Justice:</u></b>				
Passed-Through American Institutes for Research:				
Second Chance Act Reentry Initiative	16.812	0489700005 2019-MU-BX-K015	\$ 39,487	\$ -
Passed-Through Commonwealth of Massachusetts, Department of Youth Services:				
Juvenile Justice and Delinquency Prevention	16.540	SCDYS9636OFFDPGRANT1	161,631	-
<b><u>U.S. Department of Education:</u></b>				
Passed-Through Commonwealth of Massachusetts, Department of Youth Services:				
Education Stabilization Fund:				
COVID-19 - Education Stabilization Fund	84.425D	CTEOL 3250 21COMMCORPHSSEIP0000	636,731	623,834
COVID-19 - Education Stabilization Fund	84.425C	CTEOL 3250 21COMMCORPHEALTHSFTY	6,601,764	6,314,003
Total Education Stabilization Fund (ALN 84.425)			7,238,495	6,937,837
<b><u>U.S. Department of Labor:</u></b>				
Passed-Through Commonwealth of Massachusetts, Division of Career Services:				
WIOA Adult Program (WIOA Cluster)	17.258	07COMMCORPWIA	345,157	5,000
WIOA Youth Activities (WIOA Cluster)	17.259	07COMMCORPWIA	284,083	-
Total WIOA Cluster			629,240	5,000
<b><u>U.S. Department of Treasury:</u></b>				
Passed-Through Commonwealth of Massachusetts, Division of Career Services:				
COVID-19 - Coronavirus Relief Fund	21.019	CT EOL 3250 21COMMCORPCARESACT00	32,697	-
<b>Total Expenditures of Federal Awards</b>			<b>\$ 8,101,550</b>	<b>\$ 6,942,837</b>

**Note 1. Basis of Presentation**

The accompanying Schedule of Expenditures of Federal Awards includes the Federal assistance activity of the Agency and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.

**Note 2. Indirect Cost Rate**

The Agency has elected to not use the 10% de minimis cost rate for its Federal programs.



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**Report on Internal Control Over Financial Reporting and on Compliance and Other  
Matters Based on an Audit of Combined General Purpose Financial Statements  
Performed in Accordance With Government Auditing Standards**

Independent Auditor's Report

To the Boards of Directors of  
Commonwealth Corporation and Affiliate:

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 combined general purpose financial statements of Commonwealth Corporation and Affiliate (collectively, the Agency), which comprise the combined statement of net position as of June 30, 2021, and the related combined statements of revenues, expenses and changes in net position and cash flows for the year then ended, and the related notes to the combined general purpose financial statements, and have issued our report thereon dated October 21, 2021.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the combined general purpose financial statements, we considered the Agency's internal control over financial reporting (internal control) as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the combined general purpose financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of the Agency'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 combined general purpose financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Agency's combined general purpose 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 combined general purpose financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Agency'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 Agency's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*AAFCPAs, Inc.*

Boston, Massachusetts  
October 21, 2021



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## **Report on Compliance for Each Major Federal Program and Report on Internal Control Over Compliance Required by the Uniform Guidance**

### Independent Auditor's Report

To the Boards of Directors of  
Commonwealth Corporation and Affiliate:

#### **Report on Compliance for Each Major Federal Program**

We have audited Commonwealth Corporation and Affiliate's (collectively, the Agency) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on the Agency's major Federal program for the year ended June 30, 2021. The Agency's major Federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

#### ***Management's Responsibility***

Management is responsible for compliance with the Federal statutes, regulations, and the terms and conditions of its Federal awards applicable to its Federal programs.

#### ***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for the Agency's major Federal program based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major Federal program occurred. An audit includes examining, on a test basis, evidence about the Agency's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for the major Federal program. However, our audit does not provide a legal determination of the Agency's compliance.

#### ***Opinion on Each Major Federal Program***

In our opinion, the Agency complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major Federal program for the year ended June 30, 2021.

## Report on Internal Control Over Compliance

Management of the Agency is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to on the previous page. In planning and performing our audit of compliance, we considered the Agency's internal control over compliance with the types of requirements that could have a direct and material effect on the major Federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for the major Federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Agency's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a Federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a Federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a Federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

AAFCPA, Inc.

Boston, Massachusetts  
October 21, 2021

**COMMONWEALTH CORPORATION AND AFFILIATE**

Schedule of Findings and Questioned Costs  
June 30, 2021

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**1. SUMMARY OF AUDITOR’S RESULTS**

**Combined General Purpose Financial Statements**

Type of auditor’s report issued on whether the combined general purpose financial statements audited were prepared in accordance with GAAP: Unmodified

Is a “going concern” emphasis-of-matter paragraph included in the auditor’s report?      \_\_\_\_\_ Yes        X   No

Internal control over financial reporting:

- Material weakness(es) identified?      \_\_\_\_\_ Yes        X   No
- Significant deficiency(ies) identified?      \_\_\_\_\_ Yes        X   None reported

Noncompliance material to combined general purpose financial statements noted?      \_\_\_\_\_ Yes        X   No

**Federal Awards**

Internal control over major Federal programs:

- Material weakness(es) identified?      \_\_\_\_\_ Yes        X   No
- Significant deficiency(ies) identified?      \_\_\_\_\_ Yes        X   None reported

Type of auditor’s report issued on compliance for major Federal programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?      \_\_\_\_\_ Yes        X   No

Identification of major Federal programs:

<u>Name of Federal Program or Cluster</u>	<b>Assistance Listing Number</b>
COVID-19 - Education Stabilization Fund	84.425D
COVID-19 - Education Stabilization Fund	84.425C

Dollar threshold used to distinguish between Type A and Type B programs: \$750,000.

Auditee qualified as low-risk auditee?      \_\_\_\_\_ Yes        X   No

**COMMONWEALTH CORPORATION AND AFFILIATE**

Schedule of Findings and Questioned Costs  
June 30, 2021

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**2. COMBINED GENERAL PURPOSE FINANCIAL STATEMENT FINDINGS**

None

**3. FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

None