



PINE TREE LEGAL ASSISTANCE, INC.
LSC Grant Recipient Number 120000

Financial Statements
Years Ended December 31, 2021 and 2020

PINE TREE LEGAL ASSISTANCE, INC.
Financial Statements
December 31, 2021 and 2020

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Independent Auditors' Report

To the Board of Directors of
Pine Tree Legal Assistance, Inc.

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of Pine Tree Legal Assistance, Inc. (a Maine nonprofit organization), which comprise the statements of financial position as of December 31, 2021 and 2020, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Pine Tree Legal Assistance, Inc. as December 31, 2021 and 2020, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

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. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Pine Tree Legal Assistance, Inc. and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained us sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Pine Tree Legal Assistance, Inc.'s ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditors' Responsibility for the Audit of the Financial Statements

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

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

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

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

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying supplementary information contained in Schedules 1 through 3 is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly

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to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated April 29, 2022, on our consideration of Pine Tree Legal Assistance, Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Pine Tree Legal Assistance, Inc.'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 Pine Tree Legal Assistance, Inc.'s internal control over financial reporting and compliance.

One River, CPAs

Oakland, Maine
April 29, 2022

PINE TREE LEGAL ASSISTANCE, INC.
Statements of Financial Position
December 31, 2021 and 2020

	2021	2020
ASSETS		
Current assets:		
Cash and cash equivalents	\$ 1,589,083	2,011,107
Grant and contract receivables	972,657	540,570
Employee advances	-	250
Prepaid expenses	198,489	147,869
Total current assets	2,760,229	2,699,796
Property and equipment:		
Land	6,900	6,900
Buildings and improvements	454,365	454,364
Leasehold improvements	510,177	510,177
Furniture, fixtures, and equipment	310,057	314,655
Law library	25,384	25,384
	1,306,883	1,311,480
Less: Accumulated depreciation and amortization	(900,522)	(852,114)
Net property and equipment	406,361	459,366
Other assets:		
Beneficial interest in assets held by charitable foundation	3,233,489	2,457,836
Software, net of amortization	41,118	50,617
Client escrow funds	1	4,073
Deposits	14,464	13,163
Total other assets	3,289,072	2,525,689
Total assets	\$ 6,455,662	5,684,851
LIABILITIES AND NET ASSETS		
Current liabilities:		
Accounts payable	\$ 78,108	75,151
Accrued expenses	237,230	209,937
Refundable advances	646,872	781,962
Total current liabilities	962,210	1,067,050
Long-term liabilities:		
Trust deposits held for clients	1	4,073
Total long-term liabilities	1	4,073
Total liabilities	962,211	1,071,123
Net assets:		
Without donor restrictions:		
Undesignated (Non-LSC programs)	1,653,601	1,164,913
Board designated operating reserve fund	1,385,930	1,211,926
Invested in property and equipment	406,361	459,366
Total net assets without donor restrictions	3,445,892	2,836,205
With donor restrictions:		
Temporary restrictions	652,325	384,289
Perpetual restrictions	1,395,234	1,393,234
Total net assets with donor restrictions	2,047,559	1,777,523
Total net assets	5,493,451	4,613,728
Total liabilities and net assets	\$ 6,455,662	5,684,851

See accompanying notes to financial statements.

PINE TREE LEGAL ASSISTANCE, INC.
Statements of Activities
Years Ended December 31, 2021 and 2020

	2021	2020
Operating activities:		
WITHOUT DONOR RESTRICTIONS:		
Earned revenue and contributed support:		
Grants - LSC direct one-time grants	\$ 246,236	475,089
Grants - LSC pass-through	25,000	25,000
Grants - IOLTA	68,732	71,614
Grants - MCLSF	931,377	538,847
Grants - Other	3,449,570	3,211,412
Donated services	776,380	583,100
State appropriation	500,000	500,000
Interest income	1,541	3,040
Contributions	361,070	348,154
Other revenue	159,538	240,966
Total revenue and contributed support	6,519,444	5,997,222
Net assets released from restrictions:		
Transfer from net assets with temporary donor restrictions	1,750,023	1,602,455
Total revenue, contributed support and reclassifications	8,269,467	7,599,677
Expenses:		
LSC services:		
General legal services	1,615,369	1,420,624
Specialized legal services	379,320	313,555
Private attorney involvement	124,280	122,711
Pro Bono Innovation Fund	194,114	121,626
COVID-19 Response/Telework Capacity	-	211,162
Veterans consortium	25,000	25,000
Technology grant	54,116	129,240
Total LSC services	2,392,199	2,343,918
Non-LSC services:		
General legal services	2,531,912	2,309,578
Specialized legal services	1,296,214	1,034,802
Total Non-LSC services	3,828,126	3,344,380
Supporting services:		
Provider network	279,817	228,494
Fundraising	113,517	131,162
Management and general	1,220,125	923,826
Total supporting services	1,613,459	1,283,482
Total expenses	7,833,784	6,971,780
Change in net assets from operations	435,683	627,897
Nonoperating activities:		
Change in value of beneficial interest in charitable foundation	174,004	96,052
Total nonoperating activities	174,004	96,052
Change in net asset without donor restrictions	609,687	723,949
WITH DONOR RESTRICTIONS:		
TEMPORARY RESTRICTIONS:		
Contributed support:		
LSC direct - Basic field	1,691,923	1,549,245
Change in value of beneficial interest in charitable foundation	326,136	215,334
Net assets released from restrictions:		
Earnings appropriated for expenditure	(58,100)	(53,210)
Transfer to net assets without donor restrictions	(1,691,923)	(1,549,245)
Change in net assets with temporary donor restrictions	268,036	162,124
PERPETUAL RESTRICTIONS:		
Contributions	2,000	1,600
Change in net assets with perpetual donor restrictions	2,000	1,600
Change in net assets with donor restrictions	270,036	163,724
Change in net assets	879,723	887,673
Net assets, beginning of year	4,613,728	3,726,055
Net assets, end of year	\$ 5,493,451	4,613,728

See accompanying notes to financial statements.

PINE TREE LEGAL ASSISTANCE, INC.
Statement of Functional Expenses
Year Ended December 31, 2021

	LSC Services						Non-LSC services			Supporting services			Total	
	General services	Specialized services	Private attorney involvement	Pro Bono Innovation Fund	Veterans Consortium	Technology Grants	Total LSC services	General services	Specialized services	Total Non-LSC services	Provider Network	Fundraising		Management and General
Personnel														
Lawyers	\$ 296,925	195,472	22,627	110,911	6,483	31,081	663,499	1,189,705	692,506	1,882,211	-	346	306,356	2,852,412
Paralegal	209,222	25,634	55,252	-	-	-	290,108	369,035	108,739	477,774	-	-	-	767,882
Other staff	-	-	-	-	-	-	-	-	-	-	135,411	63,389	282,606	481,406
Payroll taxes and fringe benefits	231,526	85,175	32,417	64,940	4,429	21,189	439,676	706,549	352,650	1,059,199	31,729	22,748	277,086	1,830,438
Legal consultants	776,380	-	-	-	-	-	776,380	-	-	-	-	-	-	776,380
Space and occupancy	54,737	19,649	6,215	-	1,477	-	82,078	99,302	54,983	154,285	42	5,538	34,923	276,866
Equipment rental/repairs	1,471	280	138	-	32	-	1,921	2,492	1,283	3,775	7,036	113	3,514	16,359
Office and consumable supplies	11,509	6,213	816	975	666	-	20,179	24,613	12,255	36,868	54,124	9,149	79,495	199,815
Fundraising	-	-	-	-	-	-	-	-	-	-	-	6,875	-	6,875
Telephone	7,656	2,938	992	1,136	256	-	12,978	15,871	10,190	26,061	23	924	14,259	54,245
Travel and meetings	2,446	15,871	193	118	-	-	18,628	11,885	9,274	21,159	675	-	2,842	43,304
Training material and expense	384	930	90	697	-	-	2,101	4,154	1,453	5,607	3,210	568	11,231	22,717
Library maintenance	4,446	1,129	339	392	120	-	6,426	9,358	4,288	13,646	-	-	30,686	50,758
Insurance	-	-	-	-	-	-	-	-	-	-	-	-	44,826	44,826
Dues and fees	1,540	630	-	-	-	-	2,170	22,044	2,705	24,749	-	1,781	530	29,230
Contracted services	692	1,253	763	12,949	11,537	1,846	29,040	24,866	222	25,088	28,008	464	50,527	133,127
Audit	-	-	-	-	-	-	-	-	-	-	-	-	41,000	41,000
Litigation and court costs	4,194	8,269	2,525	-	-	-	14,988	11,410	18,884	30,294	-	-	299	45,581
Subrecipients	-	10,500	-	-	-	-	10,500	-	7,379	7,379	-	-	-	17,879
Miscellaneous	-	428	-	-	-	-	428	8,362	1,339	9,701	17,626	-	27,156	54,911
Depreciation and amortization	12,241	4,949	1,913	1,996	-	-	21,099	32,266	18,064	50,330	1,933	1,622	12,789	87,773
Total expenses	\$ 1,615,369	379,320	124,280	194,114	25,000	54,116	2,392,199	2,531,912	1,296,214	3,828,126	279,817	113,517	1,220,125	7,833,784

See accompanying notes to financial statements.

PINE TREE LEGAL ASSISTANCE, INC.
Statement of Functional Expenses
Year Ended December 31, 2020

	LSC Services							Non-LSC services			Supporting services			Total	
	General services	Specialized services	Private attorney involvement	Pro Bono Innovation Fund	COVID-19 Response/ Telework Capacity CV20002/CVT20002	Veterans Consortium	Technology Grants	Total LSC services	General services	Specialized services	Total Non-LSC services	Provider Network	Fundraising		Management and General
Personnel															
Lawyers	\$ 250,389	169,013	20,066	68,988	96,319	12,130	38,636	655,541	1,022,582	554,132	1,576,714	-	923	268,349	2,501,527
Paralegal	161,999	17,237	61,638	-	22,741	-	-	263,615	283,640	93,907	377,547	-	-	-	641,162
Other staff	-	-	-	-	7,276	-	-	7,276	133,441	-	133,441	88,695	63,187	227,733	520,332
Payroll taxes and fringe benefits	234,536	75,013	30,825	38,211	51,046	8,646	19,163	457,440	597,479	296,165	893,644	22,353	18,761	247,736	1,639,934
Legal consultants	583,100	-	-	-	-	-	-	583,100	-	-	-	-	-	-	583,100
Space and occupancy	56,054	16,102	3,982	-	2,825	3,434	-	82,397	99,221	37,856	137,077	4,171	3,390	26,483	253,518
Equipment rental/repairs	2,251	324	190	-	92	-	-	2,857	2,513	1,299	3,812	181	148	4,924	11,922
Office and consumable supplies	11,904	5,309	853	1,192	21,435	369	-	41,062	41,750	9,028	50,778	34,540	31,861	7,603	165,844
Fundraising	-	-	-	-	-	-	-	-	-	-	-	-	7,589	-	7,589
Telephone	5,513	1,810	430	821	375	230	-	9,179	16,669	4,866	21,535	743	398	3,666	35,521
Travel and meetings	5,935	3,931	398	854	17	-	-	11,135	6,796	10,843	17,639	601	146	5,934	35,455
Training material and expense	1,080	1,310	57	2,854	-	-	-	5,301	10,337	2,124	12,461	-	1,200	9,073	28,035
Library maintenance	6,032	1,103	308	534	281	191	-	8,449	6,000	3,735	9,735	-	267	31,755	50,206
Insurance	-	-	-	-	-	-	-	-	-	-	-	-	-	41,549	41,549
Dues and fees	2,067	530	265	-	-	-	-	2,862	19,060	2,935	21,995	-	2,320	795	27,972
Contracted services	3,266	11,212	2,605	8,172	5,337	-	71,241	101,833	28,512	12,246	40,758	59,584	32	13,145	215,352
Audit	-	-	-	-	-	-	-	-	-	-	-	-	-	34,175	34,175
Litigation and court costs	3,687	161	1,008	-	-	-	-	4,856	4,063	4,246	8,309	-	-	-	13,165
Subrecipients	-	10,500	-	-	-	-	-	10,500	4,061	-	4,061	-	-	-	14,561
Miscellaneous	1,540	-	86	-	3,418	-	200	5,244	33,454	1,420	34,874	17,626	940	906	59,590
Depreciation and amortization	91,271	-	-	-	-	-	-	91,271	-	-	-	-	-	-	91,271
Total expenses	\$ 1,420,624	313,555	122,711	121,626	211,162	25,000	129,240	2,343,918	2,309,578	1,034,802	3,344,380	228,494	131,162	923,826	6,971,780

See accompanying notes to financial statements.

PINE TREE LEGAL ASSISTANCE, INC.
Statements of Cash Flows
Years Ended December 31, 2021 and 2020

	2021	2020
Cash flows from operating activities:		
Change in net assets	\$ 879,723	887,673
Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities:		
Depreciation and amortization	87,773	91,271
Change in value of beneficial interest in charitable foundation	(500,140)	(311,386)
(Increase) decrease in:		
Grant and contract receivables	(432,087)	192,868
Employee advances	250	(250)
Prepaid expense	(50,620)	(6,160)
Client escrow funds	4,072	(3,572)
Deposits	(1,301)	1,301
Permanently restricted cash	-	30,937
Increase (decrease) in:		
Accounts payable	2,957	(21,888)
Accrued expenses	27,293	(77,241)
Refundable advances	(135,090)	468,569
Trust deposits held for clients	(4,072)	3,572
Net cash provided by (used in) operating activities	(121,242)	1,255,694
Cash flows from investing activities:		
Transfers (to) from charitable foundation, net	(275,513)	51,609
Purchase of property and equipment	(25,269)	(5,956)
Net cash provided by (used in) investing activities	(300,782)	45,653
Net increase (decrease) in cash and cash equivalents	(422,024)	1,301,347
Cash and cash equivalents, beginning of year	2,011,107	709,760
Cash and cash equivalents, end of year	\$ 1,589,083	2,011,107
Supplemental cash flow disclosures:		
Cash paid for interest	\$ -	-
Cash paid for income taxes	-	-

See accompanying notes to financial statements.

PINE TREE LEGAL ASSISTANCE, INC.
Notes to Financial Statements

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities - Pine Tree Legal Assistance, Inc. (PTLA) provides legal advice and assistance in non-criminal proceedings to low-income people meeting eligibility guidelines within the State of Maine. The Corporation is supported, in part, through grants from Legal Services Corporation (LSC), a non-profit corporation established by Congress to administer a nationwide legal assistance program. Approximately 72% and 70% of the Corporation's revenue and support for the years ended December 31, 2021 and 2020, respectively, came from direct and pass-through grants and contracts from the federal and state governments.

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

Basis of Presentation – The financial statements of the Corporation have been prepared in accordance with U.S. generally accepted accounting principles ("US GAAP"), which requires the Corporation to report information regarding its financial position and activities according to the following net asset classifications:

- **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 Corporation. These net assets may be used at the discretion of the Corporation's management and 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 Corporation 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.

Measure of Operations – The statements of activities report all changes in net assets, including changes in net assets from operating and nonoperating activities. Operating activities consist of those items attributable to the Corporation's ongoing legal services and interest earned on cash accounts. Nonoperating activities are limited to resources that generate return from investments and other activities considered to be of a more unusual or nonrecurring nature.

Income Tax Status - The Corporation is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code. In addition, the Corporation qualifies for the charitable contribution deduction under Section 170(b)(1)(A) and has been classified as an organization that is not a private foundation under Section 509(a)(1). Management believes it has no uncertain tax positions with the Internal Revenue Service that require disclosure in its financial statements.

The Corporation's federal Return of Organization Exempt From Income Tax (Form 990) for 2020, 2019, and 2018 are subject to examination by the IRS, generally for three years after they are filed.

Estimates - Management uses estimates and assumptions in preparing financial statements. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses. Actual results could differ from those estimates.

PINE TREE LEGAL ASSISTANCE, INC.
Notes to Financial Statements, Continued

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

Property and Equipment - Property and equipment are stated at cost. The Corporation capitalizes all equipment and leasehold improvements with a unit cost of more than \$5,000. All property and equipment items are depreciated according to the straight-line method. LSC has a reversionary interest in property and equipment, including the law library, acquired with LSC funds in dispositions where the fair market value exceeds \$5,000. Useful lives are as follows:

Furniture and equipment	3-8 years
Buildings	30 years
Improvements	5-20 years

Revenue and Revenue Recognition – The Corporation recognizes contributions when cash, securities, or other assets; an unconditional promise to give; or a notification of a beneficial interest is received. Conditional promises to give – that is, those with a measurable performance or other barrier and a right of return – are not recognized until the conditions on which they depend have been met.

Consequently, at December 31, 2021 and 2020, contributions totaling \$197,934 and \$273,165, respectively, have not been recognized in the accompanying statements of activities because the conditions on which they depend has not yet been met. The recognition of this revenue in subsequent years depends on the Corporation meeting the terms and conditions of its LSC Basic Field Grant awards.

A portion of the Corporation's revenue is derived from cost-reimbursable federal and state contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the Corporation has incurred expenditures in compliance with specific contract or grant provisions. Amounts received prior to incurring qualifying expenditures are reported as refundable advances in the statements of financial position.

Donated Services, Space and Materials - Donated services are recognized as in-kind 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 Corporation.

Donated services in the amount of \$776,380 and \$583,100 for the years ended December 31, 2021 and 2020, respectively, represent services rendered by various attorneys and lay volunteers in the State of Maine at no charge in connection with the Private Attorney Involvement Program and other programs. The value of donated services is based upon estimated average fees normally charged by persons rendering the services. This amount was determined to be \$250/hour for attorneys for the years ended December 31, 2021 and 2020 and \$38.41/hour and \$36.47/hour for lay volunteers, respectively. Donated services are recognized both as support and expenses in the accompanying financial statements and, therefore, do not affect PTLA's net asset balances.

Cash and Cash Equivalents - For purposes of the statements of cash flows, the Corporation considers all unrestricted highly liquid investments purchased with a maturity of three months or less, as well as all certificates of deposit, to be cash equivalents.

Accounts and Grants Receivable - Accounts and grants receivable are stated at the amount that management expects to collect from outstanding balances. No allowance has been provided on receivable balances because management believes all amounts are collectible.

PINE TREE LEGAL ASSISTANCE, INC.
Notes to Financial Statements, Continued

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

Software - Software that is purchased and put into service is included under "Other Assets" in the statements of financial position and is being amortized over its estimated useful period of eight years.

Functional Expenses - The costs of providing program and other activities have been summarized on a functional basis in the statements of activities and in the statements of functional expenses. Accordingly, certain costs have been allocated among the program and supporting services benefited. PTLA allocates salaries and benefits on the basis of actual time and effort. Occupancy expenses are allocated based upon a set of core hours by location.

Investments/Net Assets with Donor Restrictions - Pine Tree Legal Assistance, Inc. follows the Uniform Prudent Management of Institutional Funds Act of 2006 (UPMIFA). In 2014, Pine Tree Legal Assistance, Inc. established The Pine Tree Legal Assistance Fund. The fund includes three restricted sub-funds: The Endowment Fund, the Next Generation Endowment Fund and the Carol and David Hancock KIDS LEGAL Fund. Contributions are placed with the Maine Community Foundation (MCF), an unrelated 501(c)(3) organization, which manages the funds in accordance with the terms of the agreement between them and PTLA. The Board of Directors of MCF, on the advice of legal counsel, has determined that substantially all of the donations and designations received from PTLA meet the definition of endowment funds under UPMIFA. The Board of Directors of MCF has interpreted the Maine Uniform Prudent Management of Institutional Funds Act (UPMIFA) as requiring the preservation of the fair value of the endowed gift as of the gift date of the donor-restricted endowment funds absent explicit donor stipulations to the contrary.

Under the terms of the agreement, the Board of Directors of PTLA has the ability to transfer to MCF as much of the corpus of any separate gift, devise, bequest, or fund as they in their discretion shall determine. In accordance with UPMIFA, PTLA considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds: 1) the duration and preservation of the fund, 2) the purposes of the Corporation and the donor-restricted endowment fund, 3) general economic conditions, 4) the possible effect of inflation and deflation, 5) the expected total return from income and the appreciation of investments, 6) other resources of the Corporation, and 7) the investment policies of the Corporation.

As a result of the ability to distribute corpus, the Board of Directors of PTLA has determined that all contributions received for The Endowment Fund, The Next Generation Endowment Fund and the Carol and David Hancock KIDS LEGAL Fund, ME, subject to the agreement with MCF and UPMIFA, are permanently restricted by the donor, and are classified as such. Contributions that are subject to other gift instruments may be recorded as donor restricted in perpetuity, donor restricted with temporary restrictions or without donor restrictions, depending on the specific terms of the agreement. Generally, if the corpus of a donor-designated contribution will at some future time become available for spending, it is recorded as donor restricted with temporary restrictions. If the corpus never becomes available for spending, it will be reported as donor restricted in perpetuity.

PINE TREE LEGAL ASSISTANCE, INC.
Notes to Financial Statements, Continued

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

Investments/Net Assets with Donor Restrictions, Continued –

Pine Tree Legal Assistance, Inc. has adopted investment and spending policies, approved by its Board of Directors, for endowment assets that attempt to provide a predictable stream of funding to operations supported by its endowment funds while also maintaining the purchasing power over those endowment assets over the long-term. Accordingly, the investment process seeks to achieve an after-cost total rate of return, including investment income as well as capital appreciation, which exceeds the annual distribution with acceptable levels of risk. Endowment assets are invested in a well-diversified asset mix, which includes equity and debt securities, that is intended to result in a consistent inflation-protected rate of return that has sufficient liquidity to make annual distributions available consistent with the standards of MCF while growing the funds if possible.

To satisfy its long-term rate-of-return objectives, PTLA relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). PTLA targets a diversified asset allocation that places a greater emphasis on equity-based investments to achieve its long-term return objectives within prudent risk parameters. MCF has spending policies of appropriating for distribution each year an amount of 4% of the average asset values held in PTLA accounts as determined by a standard formula. In addition, the Board of PTLA may request a distribution in excess of the standard MCF distribution, as long as the purpose of the distribution is within the scope of the particular fund.

AVAILABILITY AND LIQUIDITY

The following represents Pine Tree Legal Assistance, Inc.'s financial assets at December 31, 2021:

Financial assets at year-end:	<u>2021</u>
Cash	\$ 1,589,083
Grants and contract receivable	972,657
<u>Investments</u>	<u>3,233,489</u>
<u>Total financial assets</u>	<u>5,795,229</u>

Less amounts not available to be used within one year:

<u>Net assets with donor restrictions</u>	<u>2,047,559</u>
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**Financial assets available to meet general
expenditures over the next twelve months \$ 3,747,670**

Pine Tree Legal Assistance, Inc.'s goal is generally to maintain financial assets to meet 90 days of operating expenses (approximately \$1,900,000).

PINE TREE LEGAL ASSISTANCE, INC.
Notes to Financial Statements, Continued

CONCENTRATIONS OF CREDIT RISK

The Corporation maintains cash balances at several financial institutions. Checking accounts at each institution are insured by the Federal Deposit Insurance Corporation up to \$250,000. In addition, one bank has entered into a Sweep and Agency Agreement with the Corporation, which provides that those swept funds be used to purchase government securities and which the bank has given a perfected interest in certain securities held by the bank for the sweep account balance. At December 31, 2021 and 2020, the Corporation's cash balances were fully insured.

PROPERTY AND EQUIPMENT

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

		<u>LSC-funded</u>		<u>Non-LSC funded</u>	
		<u>Cost</u>	<u>Accum. Deprec.</u>	<u>Cost</u>	<u>Accum. Deprec.</u>
Land	\$	-	-	6,900	-
Buildings and improvements		-	-	454,365	273,560
Leasehold improvements		-	-	510,176	375,522
Furniture, fixtures, and equip.		-	-	310,058	251,440
Law library		-	-	25,384	-
Total	\$	-	-	1,306,883	900,522

Property and equipment consist of the following at December 31, 2020:

		<u>LSC-funded</u>		<u>Non-LSC funded</u>	
		<u>Cost</u>	<u>Accum. Deprec.</u>	<u>Cost</u>	<u>Accum. Deprec.</u>
Land	\$	-	-	6,900	-
Buildings and improvements		-	-	454,365	263,404
Leasehold improvements		-	-	510,176	343,720
Furniture, fixtures, and equip.		-	-	314,655	244,990
Law library		-	-	25,384	-
Total	\$	-	-	1,311,480	852,114

Net book value of all property and equipment totaled \$406,361 and \$459,366 at December 31, 2021 and 2020, respectively.

PINE TREE LEGAL ASSISTANCE, INC.
Notes to Financial Statements, Continued

BENEFICIAL INTEREST IN CHARITABLE FOUNDATION

PTLA is a beneficiary of agency funds held by the Maine Community Foundation (MCF). These funds are presented in the statements of financial position, within other assets, as a beneficial interest in assets held by a charitable foundation. Variance power was granted to MCF to allow the right to modify the terms of the funding agreements if, in the judgment of the foundation's Board of Directors, the restrictions and conditions of the fund's purpose become unnecessary, incapable of fulfillment or inconsistent with the charitable needs of the community. Distributions from the fund are four percent of the average market value of the fund per year.

Pine Tree Legal Assistance, Inc. maintains the fund (The Pine Tree Legal Assistance Fund) at the Maine Community Foundation, under which there are four sub-funds with balances. At December 31, 2021 and 2020, the account balances were:

	<u>2021</u>	<u>2020</u>
Pine Tree Legal Assistance Operating Reserve Sub-fund	\$ 1,185,930	680,313
Pine Tree Legal Next Generation Endowment Sub-fund	721,008	628,169
Pine Tree Legal Carol/David Hancock KIDS LEGAL Sub-fund	37,493	32,661
Pine Tree Legal Assistance Endowment Sub-fund	1,289,058	1,116,693
<u>Total sub-fund balances</u>	<u>\$ 3,233,489</u>	<u>2,457,836</u>

For the years ended December 31, 2021 and 2020, PTLA received income distributions of \$58,100 and \$53,210, respectively. In January and April 2021, PTLA transferred \$131,000 and \$200,000 of unrestricted funds into the Operating Reserve sub-fund, respectively. In February 2022, the Board of PTLA approved a transfer of \$200,000 of unrestricted funds into the Operating Reserve sub-fund. The transaction had not occurred at the date the Financial Statements were issued.

Amounts added to the charitable foundation and year end balances at December 31, 2021 are as follows:

	<u>Current Year Contributions</u>	<u>Cumulative Contributions through December 31, 2021</u>	<u>Fund Balance at December 31, 2021</u>
MCF – PTLA Fund	\$ 333,613	2,899,876	3,233,489
Total	\$ 333,613	2,899,876	3,233,489

Amounts added to the charitable foundation and year end balances at December 31, 2020 are as follows:

	<u>Current Year Contributions</u>	<u>Cumulative Contributions through December 31, 2020</u>	<u>Fund Balance at December 31, 2020</u>
MCF – PTLA Fund	\$ 1,600	2,260,170	2,457,836
Total	\$ 1,600	2,260,170	2,457,836

PINE TREE LEGAL ASSISTANCE, INC.
Notes to Financial Statements, Continued

DONOR RESTRICTIONS ON NET ASSETS

The following are net assets with perpetual donor restrictions as of December 31, 2021 and 2020:

	<u>2021</u>	<u>2020</u>
Donations for establishment of PTLA Endowment Fund	\$ 870,234	868,234
Donation for establishment of Carol and David Hancock Charitable Trust Fund of KIDS LEGAL	25,000	25,000
Donation for establishment of Next Generation Endowment Fund	500,000	500,000
Total net assets with perpetual restrictions	\$ 1,395,234	1,393,234

CHANGES IN ENDOWMENT NET ASSETS

For the year ended December 31, 2021:

	<u>Without Restrictions</u>	<u>With Temp. Restrictions</u>	<u>With Perm. Restrictions</u>	<u>Total</u>
Endowment of net assets, beginning of year	\$ -	384,289	1,393,234	1,777,523
Contributions	-	-	2,000	2,000
Net Change in Value	-	326,136	-	326,136
Amounts Appropriated for expenditure	-	(58,100)	-	(58,100)
Other Changes	-	-	-	-
Changes in Endowment Net assets	-	268,036	2,000	270,036
Endowment net assets, end of year	\$ -	652,325	1,395,234	2,047,559

PINE TREE LEGAL ASSISTANCE, INC.
Notes to Financial Statements, Continued

CHANGES IN ENDOWMENT NET ASSETS, CONTINUED

For the year ended December 31, 2020:

	<u>Without Restrictions</u>	<u>With Temp. Restrictions</u>	<u>With Perm. Restrictions</u>	<u>Total</u>
Endowment of net assets, beginning of year	\$ -	222,165	1,391,634	1,613,799
Contributions	-	-	1,600	1,600
Net Change in Value	-	215,334	-	215,334
Amounts Appropriated for expenditure	-	(53,210)	-	(53,210)
Other Changes	-	-	-	-
Changes in Endowment Net assets	-	162,124	1,600	163,724
Endowment net assets, end of year	\$ -	384,289	1,393,234	1,777,523

ENDOWMENT NET ASSET COMPOSITION BY TYPE OF FUND

As of December 31, 2021:

	<u>Without Restrictions</u>	<u>With Temp. Restrictions</u>	<u>With Perm. Restrictions</u>	<u>Total</u>
Donor Designated Endowment Funds	\$ -	652,325	1,395,234	2,047,559
Other Endowment Funds				
Undesignated	-	-	-	-
Donor Advised	-	-	-	-
Designated	-	-	-	-
Subtotal Other Endowment Funds	-	-	-	-
Board Designated Endowment Funds	-	-	-	-
Total Endowment Funds	\$ -	652,325	1,395,234	2,047,559

PINE TREE LEGAL ASSISTANCE, INC.
Notes to Financial Statements, Continued

CHANGES IN ENDOWMENT NET ASSETS, CONTINUED

As of December 31, 2020:

	<u>Without</u> <u>Restrictions</u>	<u>With Temp.</u> <u>Restrictions</u>	<u>With Perm.</u> <u>Restrictions</u>	<u>Total</u>
Donor Designated Endowment Funds	\$ -	384,289	1,393,234	1,777,523
Other Endowment Funds				
Undesignated	-	-	-	-
Donor Advised	-	-	-	-
Designated	-	-	-	-
Subtotal Other Endowment Funds	-	-	-	-
Board Designated Endowment Funds	-	-	-	-
<u>Total Endowment Funds</u>	<u>\$ -</u>	<u>384,289</u>	<u>1,393,234</u>	<u>1,777,523</u>

TOTAL NET ASSET COMPOSITION

As of December 31, 2021:

	<u>Without</u> <u>Restrictions</u>	<u>With Temp.</u> <u>Restrictions</u>	<u>With Perm.</u> <u>Restrictions</u>	<u>Total</u>
Endowment funds (beneficial interest)	\$ -	639,832	1,370,234	2,010,066
Board designated operating reserve fund	200,300	-	-	200,300
Board designated operating reserve fund (beneficial interest)	1,185,930	-	-	1,185,930
Donor designated for KIDS LEGAL (beneficial interest)	-	12,493	25,000	37,493
Held in property and equipment	406,361	-	-	406,361
Undesignated	1,653,301	-	-	1,653,301
<u>Total Net Assets</u>	<u>\$ 3,445,892</u>	<u>652,325</u>	<u>1,395,234</u>	<u>5,493,451</u>

PINE TREE LEGAL ASSISTANCE, INC.
Notes to Financial Statements, Continued

TOTAL NET ASSET COMPOSITION, CONTINUED

As of December 31, 2020:

	<u>Without Restrictions</u>	<u>With Temp. Restrictions</u>	<u>With Perm. Restrictions</u>	<u>Total</u>
Endowment funds (beneficial interest) \$	-	376,628	1,368,234	1,744,862
Board designated operating reserve fund	531,613	-	-	531,613
Board designated operating reserve fund (beneficial interest)	680,313	-	-	680,313
Donor designated for KIDS LEGAL (beneficial interest)	-	7,661	25,000	32,661
Held in property and equipment	459,366	-	-	459,366
Undesignated	1,164,913	-	-	1,164,913
Total Net Assets	\$ 2,836,205	384,289	1,393,234	4,613,728

LEGAL SERVICES CORPORATION REVENUE

PTLA's operations are funded, in part, through grants from Legal Services Corporation (LSC). LSC is a private, non-profit corporation established by Congress to seek to ensure equal access to justice under the law for all Americans by providing civil legal assistance to those who otherwise would be unable to afford it. LSC-funded programs do not currently handle criminal cases in State courts, nor do they accept fee-generating cases that private attorneys are willing to accept on a contingency basis, except in limited circumstances consistent with Board action. Additional limitations on activities in which LSC-funded programs may engage on behalf of their clients, even with non-LSC funds, include prohibitions on class actions, challenges to welfare reform, lobbying, litigation on behalf of prisoners, representation in drug-related public housing evictions, and representation of certain categories of aliens.

LSC revenue for basic grant services is reported as an increase in net assets with temporary restrictions. When the funds are expended for their specified purposes, 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. All other LSC revenue is reported as an increase in net assets without donor restrictions if the restriction expires (that is when the purpose restriction is accomplished) in the reporting period in which the revenue is recognized.

PINE TREE LEGAL ASSISTANCE, INC.
Notes to Financial Statements, Continued

LEGAL SERVICES CORPORATION REVENUE, CONTINUED

LSC grant funding earned and expended by PTLA is as follows:

	<u>2021</u>	<u>2020</u>
Direct funding:		
Basic grant to be used for general operations	\$ 1,080,771	1,022,859
Basic grant for legal services to agricultural workers	362,106	327,369
Basic grant allocated to private attorney involvement	154,396	146,123
Technology Initiative Grants	54,117	129,240
Pro Bono Innovation Fund Grant	192,119	121,626
COVID-19 Response Grant	-	199,298
Telework Capacity Building Grant	-	24,925
Basic grants for legal services to Native Americans	94,650	52,894
Sub-total	1,938,159	2,024,334
Pass-through funding:		
Veterans Consortium	25,000	25,000
Sub-total	25,000	25,000
Total	\$ 1,963,159	2,049,334

INTEREST ON LAWYERS TRUST ACCOUNTS (IOLTA) REVENUE

The Maine Justice Foundation administers IOLTA funds pursuant to Maine Bar Rule 3.6(f). Pine Tree Legal Assistance receives IOLTA funds for general operations as an automatic grantee. This IOLTA grant is to be used as a supplement to LSC funding and as such is to be used to provide additional services in areas supported by LSC funding and to provide services in areas where LSC funds cannot be used. PTLA received IOLTA funding totaling \$68,732 and \$71,614 in 2021 and 2020, respectively.

STATE OF MAINE REVENUE

PTLA received \$500,000 from the State of Maine in 2021 and 2020 from awards to provide comprehensive legal representation to eligible clients in all forums that PTLA staff have heretofore represented clients and in all ways consistent with their responsibilities under the Maine Bar Rules and the Maine and federal rules of civil procedures.

MAINE CIVIL LEGAL SERVICES FUND (MCLSF) REVENUE

PTLA receives funding from the Maine Civil Legal Services Fund (MCLSF). MCLSF provides grants to legal service providers to support the provision of free civil legal services to low-income people or the needy elderly in the State of Maine. The funds may not be used to support lobbying, unless the recipient is responding to a request by a Legislator or a member of the Executive Department. PTLA received MCLSF funding totaling \$931,377 and \$538,847 in 2021 and 2020, respectively. The funds are received quarterly and are generally recognized as revenue when received. PTLA recognized four payments as revenue in 2021 and 2020.

PINE TREE LEGAL ASSISTANCE, INC.
Notes to Financial Statements, Continued

OTHER GRANTS

Several programs are funded in whole or in part through grants and contracts with various agencies. Such amounts are recognized as support on a cost-incurred basis. The following is a summary of other grant revenue:

	<u>2021</u>	<u>2020</u>
U.S. Department of Housing and Urban Development	\$ 320,366	242,090
U.S. Department of Treasury/Internal Revenue Service	100,000	100,000
U.S. Department of Justice/NARF	-	7,837
U.S. Department of Justice/Office of Violence Against Women	180,780	139,823
SBA Payment Protection Program	-	746,400
State of Maine STOP Grant	82,391	-
State of Maine Riverview Contract	11,038	3,899
State of Maine Dorothea Dix Contract	-	732
State of Maine VOCA	946,347	930,552
State of Maine Consumer Protection	418,343	81,657
Maine Housing Eviction Project	408,122	-
Maine Justice Foundation Bank of America	71,084	71,084
Doree Taylor Foundation	60,000	50,000
Maine Justice Foundation Coffin Fellowship	142,752	142,752
Sewall Foundation Twin Pandemics	59,514	30,000
Sewall Foundation Healthy People Healthy Places	15,000	-
JT Gorman Foundation	237,169	300,000
Moser Family	-	5,000
Muskie School LAV Contract	63,479	4,046
Francis Hollis Brain Trust	-	5,000
Moser Family Foundation	5,000	-
Margaret Burnham Trust	3,000	-
MCF Lawrence P Ralston Fund	10,000	-
MCF Rines Thompson Fund	-	10,000
State of Maine Bureau of Consumer Credit Protection	45,000	45,000
Preble Street Veterans Project SSVF Contract	37,828	57,241
Skadden Fellowship	75,860	24,591
EJW Summer Rural Fellow	5,000	5,000
Samantha and Tabitha King Foundation	-	10,000
Sam Cohen Foundation	-	20,000
Simmons Foundation	2,000	1,000
Betterment Fund	20,000	25,000
Maine Health Access Foundation	-	30,000
Subtotal	3,320,073	3,088,704

PINE TREE LEGAL ASSISTANCE, INC.
Notes to Financial Statements, Continued

OTHER GRANTS, CONTINUED

United Ways & Designations:		
Greater Portland	86,714	80,912
Midcoast Maine	20,928	22,458
Androscoggin County	10,000	7,269
York County	10,000	10,000
Donor designations	1,855	2,069
Total United Ways & Designations	129,497	122,708
Total other grant revenue	\$ 3,449,570	3,211,412

CONTRIBUTIONS AND OTHER REVENUE

PTLA also funds several programs in whole or in part through fundraising and contributions, as well as by generating revenue from various unrestricted fee-for-service sources including the provider network, attorney fees and videoconference rentals. In 2014, PTLA also established the Pine Tree Fund, a strategic endowment fund for supporting their core services. The following is a summary of contributions and other miscellaneous revenue.

	<u>2021</u>	<u>2020</u>
Campaign for Justice	\$ 177,656	173,657
Muskie Dinner	-	33,312
Fundraising-Special Events	16,472	-
The Pine Tree Fund	2,000	1,600
Direct contributions	166,942	141,185
Total contributions	\$ 363,070	349,754
Other fee-for-service revenue	\$ 159,538	240,966

PTLA provides accounting services for the Muskie Fund for Legal Services' annual Muskie Dinner. They provide these services at no cost.

PTLA received \$49,803 and \$13,010 in contributions from Board members for the years ended December 31, 2021 and 2020, respectively.

CONCENTRATION OF SOURCE OF LABOR SUPPLY

The Corporation's attorneys and paralegals (representing approximately 70% of the Corporation's employees) are members of the Pine Tree Legal Assistance Attorney Union, National Organization of Legal Service Workers, U.A.W. Amalgamated Local Union 2320 (attorneys), and the Association of Paralegals, Council 93, American Federation of State, County, and Municipal Employees, AFL-CIO (paralegals). Contracts are in place through 2022. The Corporation's other employees are not represented by a union.

PINE TREE LEGAL ASSISTANCE, INC.
Notes to Financial Statements, Continued

OPERATING LEASES

The Corporation leases office space for its offices in Bangor, Machias, Presque Isle, and Portland. The leases extend to September 2030. Total rent expense was \$180,499 and \$176,451 for the years ended December 31, 2021 and 2020, respectively. The remaining liabilities under these leases are as follows:

2022	\$	181,515
2023		183,609
2024		160,221
2025		102,031
2026		77,713
Thereafter		225,797
Total	\$	930,886

PENSION PLAN

The Corporation has implemented a Tax-Sheltered Annuity (TSA) plan for its employees who have worked one year or more. The annual contribution rate, currently at 5%, is determined by labor negotiations. The employer contributions to the TSA for the years ended December 31, 2021 and 2020 were \$188,653 and \$168,516, respectively.

NONCOMPLIANCE WITH GRANTOR OR DONOR RESTRICTIONS

Financial awards from federal, state, and local governmental entities in the form of grants are subject to special review or audit. Such audits could result in claims against the Corporation for disallowed costs or noncompliance with grantor restrictions. No provision has been made for any liabilities that may arise from such audits since the amounts, if any, cannot be determined at this date.

As noted in the "Other Grants" footnote, the Corporation received \$746,400 from the Paycheck Protection Program, which was also forgiven in 2020. The SBA has six years from the forgiveness date to review and reassess their forgiveness decision.

SUBSEQUENT EVENTS

Subsequent events were evaluated through the date of this report, which is the date the financial statements were available to be issued, and no events occurred other than those disclosed elsewhere in the notes to the financial statements.

LSC Services
Year Ended December 31, 2021
(With Comparative Totals for December 31, 2020)

	Specialized Services									Total LSC Services		
	General services	Agricultural Worker	Native American	Total Specialized Services	Private attorney involvement	Pro Bono Innovation Fund - PB19010	Veterans Consortium	18005 Triage Improvement	20008 Stateside	Total Technology Grants	2021	2020
Support and revenue:												
Grant - LSC direct	\$ 1,080,771	362,106	94,650	456,756	154,396	192,119	-	4,117	50,000	54,117	1,938,159	2,024,334
Grant - LSC pass-through	-	-	-	-	-	-	25,000	-	-	-	25,000	25,000
Grants - MCLSF	-	-	-	-	-	-	-	-	-	-	-	-
State appropriation and grants	-	-	-	-	-	-	-	-	-	-	-	-
Donated services	776,380	-	-	-	-	-	-	-	-	-	776,380	583,100
Interest income	-	-	-	-	-	-	-	-	-	-	-	-
Contributions	-	-	2,500	2,500	-	-	-	-	-	-	2,500	-
Other revenue	2,978	1,409	-	1,409	8	-	-	-	-	-	4,395	11,110
Total support and revenue	1,860,129	363,515	97,150	460,665	154,404	192,119	25,000	4,117	50,000	54,117	2,746,434	2,643,544
Personnel:												
Salaries - Attorney	296,925	156,799	38,673	195,472	22,627	110,911	6,483	1,613	29,468	31,081	663,499	655,541
Salaries - Paralegal	209,222	20,691	4,944	25,635	55,252	-	-	-	-	-	290,109	263,615
Salaries - Other	-	-	-	-	-	-	-	-	-	-	-	7,276
Payroll taxes and fringe benefits	231,526	68,584	16,591	85,175	32,417	64,940	4,429	657	20,532	21,189	439,676	457,440
Total personnel	737,673	246,074	60,208	306,282	110,296	175,851	10,912	2,270	50,000	52,270	1,393,284	1,383,872
Other expenses:												
Legal consultants	776,380	-	-	-	-	-	-	-	-	-	776,380	583,100
Space and occupancy	54,737	12,656	6,992	19,648	6,217	-	1,477	-	-	-	82,079	82,397
Equipment rental/repairs	1,471	198	83	281	138	-	32	-	-	-	1,922	2,857
Office and consumable supplies	11,509	4,461	1,752	6,213	816	975	666	-	-	-	20,179	41,062
Telephone	7,656	2,264	674	2,938	992	1,136	256	-	-	-	12,978	9,179
Travel and meetings	2,446	13,111	2,760	15,871	193	118	-	-	-	-	18,628	11,135
Training materials and expenses	384	930	-	930	90	697	-	-	-	-	2,101	5,301
Library maintenance	4,446	813	316	1,129	339	392	120	-	-	-	6,426	8,449
Insurance	-	-	-	-	-	-	-	-	-	-	-	-
Dues and fees	1,540	630	-	630	-	-	-	-	-	-	2,170	2,862
Contracted services	692	1,219	34	1,253	763	12,950	11,537	1,847	-	1,847	29,042	101,833
Litigation and court costs	4,194	8,269	-	8,269	2,525	-	-	-	-	-	14,988	4,856
Subrecipients	-	10,500	-	10,500	-	-	-	-	-	-	10,500	10,500
Other	-	427	-	427	-	-	-	-	-	-	427	5,244
Total other expenses	865,455	55,478	12,611	68,089	12,073	16,268	14,088	1,847	-	1,847	977,820	868,775
Total personnel and other expenses	1,603,128	301,552	72,819	374,371	122,369	192,119	25,000	4,117	50,000	54,117	2,371,104	2,252,647
Administrative expense allocation	257,001	61,963	24,331	86,294	32,035	-	-	-	-	-	375,330	390,897
Total expenses	1,860,129	363,515	97,150	460,665	154,404	192,119	25,000	4,117	50,000	54,117	2,746,434	2,643,544
Excess (deficit) revenues over (under) expenses	-	-	-	-	-	-	-	-	-	-	-	-
Other changes in net assets:												
Purchase of fixed assets	-	-	-	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-	-	-	-
Total changes in net assets	-	-	-	-	-	-	-	-	-	-	-	-
Net assets, beginning of year	-	-	-	-	-	-	-	-	-	-	-	-
Net assets, end of year	\$ -	-	-	-	-	-	-	-	-	-	-	-

PINE TREE LEGAL ASSISTANCE, INC.
Schedule of Support, Revenue, Expenses, and Changes in Net Assets Without Donor Restrictions
Non-LSC Services
Year Ended December 31, 2021
(With Comparative Totals for December 31, 2020)

	<u>Total Non-LSC Services</u>			
	<u>General services</u>	<u>Specialized Services</u>	<u>2021</u>	<u>2020</u>
Support and revenue:				
Grant - IOLTA	68,732	-	68,732	71,614
Grant - MCLSF	931,377	-	931,377	538,847
Grants - Other	1,041,821	494,653	1,536,474	2,149,572
State appropriation and grants	1,295,625	1,115,615	2,411,240	1,561,840
Contributions	360,426	-	360,426	348,154
Interest income	-	-	-	-
Other revenue	39,430	-	39,430	137,416
Total support and revenue	3,737,411	1,610,268	5,347,679	4,807,443
Personnel:				
Salaries - Attorney	1,189,705	692,506	1,882,211	1,576,714
Salaries - Paralegal	369,035	108,739	477,774	377,547
Salaries - Other	-	-	-	133,441
Payroll taxes and fringe benefits	706,549	352,650	1,059,199	893,644
Total personnel	2,265,289	1,153,895	3,419,184	2,981,346
Other expenses:				
Space and occupancy	99,302	54,983	154,285	137,077
Equipment rental/repairs	2,492	1,283	3,775	3,812
Office and consumable supplies	24,613	12,255	36,868	50,778
Fundraising	-	-	-	-
Telephone	15,871	10,190	26,061	21,535
Travel and meetings	11,885	9,274	21,159	17,639
Training materials and expenses	4,154	1,454	5,608	12,461
Library maintenance	9,359	4,288	13,647	9,735
Insurance	-	-	-	-
Dues and fees	22,044	2,705	24,749	21,995
Contracted services	24,866	222	25,088	40,758
Litigation and court costs	11,410	18,884	30,294	8,309
Subrecipients	-	7,379	7,379	4,061
Other	8,362	1,339	9,701	34,874
Total other expenses	234,358	124,256	358,614	363,034
Total personnel and other expenses	2,499,647	1,278,151	3,777,798	3,344,380
Administrative expense allocation	628,949	332,117	961,066	699,337
Total expenses	3,128,596	1,610,268	4,738,864	4,043,717
Excess (deficit) revenues over (under) expenses	608,815	-	608,815	763,726
Other changes in net assets:				
Purchase of fixed assets	-	-	-	-
Transfers	58,100	-	58,100	53,210
Total changes in non-LSC net assets without donor restrictions	666,915	-	666,915	816,936
Net assets without donor restrictions, beginning of year	891,448	-	1,708,547	891,611
Net assets without donor restrictions, end of year	1,558,363	-	2,375,462	1,708,547

PINE TREE LEGAL ASSISTANCE, INC.
Schedule of Support, Revenue, Expenses, and Changes in Net Assets
LSC and Non-LSC Services
Years Ended December 31, 2021 and 2020

	2021	2020
Support and revenue:		
Grant - LSC direct	\$ 1,938,159	2,024,334
Grant - LSC pass-through	25,000	25,000
Grant - IOLTA	68,732	71,614
Grant - MCLSF	931,377	538,847
Grants - Other	1,536,474	2,149,572
State appropriation and grants	2,411,240	1,561,840
Donated services	776,380	583,100
Interest income	-	-
Contributions	362,926	348,154
Other revenue	43,825	148,526
Total support and revenue	8,094,113	7,450,987
Personnel:		
Salaries - Attorney	2,545,710	2,232,255
Salaries - Paralegal	767,883	641,162
Salaries - Other	-	140,717
Payroll taxes and fringe benefits	1,498,875	1,351,084
Total personnel	4,812,468	4,365,218
Other expenses:		
Legal consultants	776,380	583,100
Space and occupancy	236,364	219,474
Equipment rental/repairs	5,697	6,669
Office and consumable supplies	57,047	91,840
Telephone	39,039	30,714
Travel and meetings	39,787	28,774
Training materials and expenses	7,709	17,762
Library maintenance	20,073	18,184
Dues and fees	26,919	24,857
Contracted services	54,130	142,591
Litigation and court costs	45,282	13,165
Subrecipients	17,879	14,561
Other	10,128	40,118
Total other expenses	1,336,434	1,231,809
Total personnel and other expenses	6,148,902	5,597,027
Administrative expense allocation	1,336,396	1,090,234
Total expenses	7,485,298	6,687,261
Excess (deficit) revenues over (under) expenses	608,815	763,726
Other changes in net assets:		
Purchase of fixed assets	-	-
Transfers	58,100	53,210
Total changes in net assets	666,915	816,936
Net assets, beginning of year	1,708,547	891,611
Net assets, end of year	\$ 2,375,462	1,708,547