Financial Statements For the Years Ended December 31, 2020 and 2019 and Independent Auditors' Report

Dated May 14, 2021

JENNIFER S. BURKE, CPA PLLC 47 GARRETT STREET, SUITE 301 WARRENTON, VIRGINIA 20186 TELEPHONE (540) 229-9538

## TABLE OF CONTENTS

Independent Auditors' Report	1-2
Statements of Financial Position for the years ended December 31, 2020 and 2019	3
Statement of Activities for the year ended December 31, 2020	4
Statement of Activities for the year ended December 31, 2019	5
Statements of Cash Flows for the years ended December 31, 2020 and 2019	6
Statement of Functional Expenses for the year ended December 31, 2020	7
Statement of Functional Expenses for the year ended December 31, 2019	8
Notes to the Financial Statements	9-13



## **Independent Auditors' Report**

Members of the Board of Directors Committee For A Constructive Tomorrow

We have audited the accompanying financial statements of Committee For A Constructive Tomorrow, which comprise the statements of financial position as of December 31, 2020 and 2019, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

#### Management's Responsibility for the Financial Statements

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

#### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free of material misstatement.

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

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

## **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Committee For A Constructive Tomorrow as of December 31, 2020 and 2019, 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.

Jennifor J. Burke CPA PLLC Jennifor S. Burke CPA PLLC

Warrenton, Virginia

May 14, 2021

# **Statements of Financial Position As of December 31, 2020 and 2019**

ASSETS	<u>2020</u>	<u>2019</u>
ASSETS		
Current Assets		
Cash	\$1,429,761	\$1,439,784
Investments	300,201	- 5.020
Inventory Prepaid Expenses	8,937 15,787	5,029 26,771
Accounts Receivable	1,471	1,547
Total Current Assets	1,756,157	1,473,131
Total Cultent Assets	1,750,157	1,475,151
Furniture and Equipment		
Furniture and Equipment	21,122	17,692
Accumulated Depreciation	(15,876)	(13,369)
Total Furniture and Equipment	5,246	4,323
Total Assets	\$1,761,403	<u>\$1,477,454</u>
LIABILITIES & NET ASSETS		
Liabilities		
Current Liabilities		
Accounts Payable	\$ 32,864	\$ 77,760
Loan Payable - Current	86,253	- -
Total Current Liabilities	119,117	77,760
Long-Term Liabilities		
Loan Payable - Long-Term	24,947	
Total Long-Term Liabilities	24,947	
Total Liabilities	144,064	77,760
1000 2000	1,00 .	77,700
Net Assets		
Without Donor Restrictions	1,605,789	1,317,307
With Donor Restrictions	11,550	82,387
Total Net Assets	1,617,339	1,399,694
Total Liabilities and Net Assets	\$1,761,403	\$1,477,454

See the accompanying Independent Auditors' Report and notes to the financial statements

## Statement of Activities For the Year Ended December 31, 2020

Revenue	Without Donor Restrictions	With Donor Restrictions	<u>Total</u>
Contributions	\$ 2,056,541	\$ 550	\$ 2,057,091
Program Revenue from Collaborative Arrangement	27,294	-	27,294
Book Sales	8,931	_	8,931
Advertising Income	2,884	_	2,884
List Rental Income	4,324	-	4,324
Investment Income	4,396	_	4,396
Miscellaneous Income	3,727	_	3,727
Gain on Disposal of Assets	260	-	260
Released from Restriction	71,387	(71,387)	
Total Gross Revenue	2,179,744	(70,837)	2,108,907
Cost of Goods Sold	(5,289)		(5,289)
Total Net Revenue	2,174,455	(70,837)	2,103,618
Expenses			
Program	979,563	-	979,563
Administrative	151,109	-	151,109
Fundraising	755,301		755,301
Total Expenses	1,885,973		1,885,973
Change in Net Assets	288,482	(70,837)	217,645
Net Assets, Beginning of Year	1,317,307	82,387	1,399,694
Net Assets, End of Year	\$ 1,605,789	\$ 11,550	\$ 1,617,339

## Statement of Activities For the Year Ended December 31, 2019

Revenue	Without Donor Restrictions	With Donor Restrictions	<u>Total</u>
Contributions	\$ 2,329,888	\$ 72,387	\$ 2,402,275
Book Sales	28,053	-	28,053
Advertising Income	5,656	-	5,656
List Rental Income	3,895	-	3,895
Miscellaneous Income	2,308	-	2,308
Released from Restriction	52,883	(52,883)	<u>-</u> _
Total Gross Revenue	2,422,683	19,504	2,442,187
Cost of Goods Sold	(12,504)		(12,504)
Total Net Revenue	2,410,179	19,504	2,429,683
Expenses			
Program	1,124,782	-	1,124,782
Administrative	152,611	-	152,611
Fundraising	716,959	-	716,959
Total Expenses	1,994,352		1,994,352
Change in Net Assets	415,827	19,504	435,331
Net Assets, Beginning of Year	901,480	62,883	964,363
Net Assets, End of Year	\$ 1,317,307	\$ 82,387	\$ 1,399,694

## Statements of Cash Flows For the Years Ended December 31, 2020 and 2019

CASH FLOWS FROM OPERATING ACTIVITIES		<u>2020</u>		<u>2019</u>
Change in Net Assets	\$	217,645	\$	435,331
Adjustments to reconcile change in net assets				
to net cash provided by operating activities				
Gain on disposal of assets		(260)		(553)
Unrealized Loss on Investment		7		-
Depreciation		3,205		3,224
Changes in assets and liabilities				
(Increase)/decrease in accounts receivable		76		(1,547)
Increase in inventory		(3,908)		(4,633)
Decrease in prepaid expenses		10,984		4,174
Increase/(decrease) in accounts payable		(44,897)		32,876
Decrease in payroll liabilities		-	_	(6,169)
NET CASH PROVIDED BY OPERATING ACTIVITIES		182,852		462,703
CASH FLOWS FROM INVESTING ACTIVITIES				
Purchase of investments		(300,208)		-
Disposal of property and equipment		400		872
Purchases of property and equipment		(4,267)		(1,935)
NET CASH USED BY INVESTING ACTIVITIES		(304,075)		(1,063)
CASH FLOWS FROM FINANCING ACTIVITIES				
Proceeds from Loan		111,200		
NET CASH PROVIDED BY FINANCING ACTIVITIES		111,200	_	
Increase / (decrease) in cash		(10,023)		461,640
Cash at beginning of year	_	1,439,784	_	978,144
CASH AT END OF YEAR	<u>\$</u>	1,429,761	\$ 1	1,439,784

## Statement of Functional Expenses For the Year Ended December 31, 2020

	P	rogram	Adm	ninistrative	_Fu	ındraising	 Total
Compensation	\$	458,123	\$	69,229	\$	91,193	\$ 618,545
Direct Mail Expense		-		-		561,808	561,808
Professional Fees: Other		146,172		8,233		8,227	162,632
Consulting		143,058		804		16,919	160,781
Employee Benefits		55,867		3,256		7,726	66,849
Payroll Taxes		32,792		5,568		7,214	45,574
Internet and Social Media		31,311		2,859		9,415	43,585
Professional Fees: Accounting		_		35,182		-	35,182
Printing and Reproduction		22,618		413		812	23,843
Postage and Delivery		9,707		5,990		6,995	22,692
Miscellaneous		6,394		11,215		484	18,093
Books and Publications		3,706		_		15,931	19,637
Travel		16,712		306		410	17,428
Information Technology		132		14		17,024	17,170
Rent		10,915		1,108		1,359	13,382
Telephone		6,893		2,946		2,284	12,123
Meetings and Conferences		11,016		181		143	11,340
Project Expenses		7,269		-		-	7,269
Supplies		4,364		942		1,324	6,630
Dues and Subscriptions		4,003		1,632		669	6,304
Payroll Processing Fees		4,192		649		826	5,667
Depreciation Expense		2,371		367		467	3,205
Taxes and Licenses		-		-		3,944	3,944
Advertising		1,250		-		-	1,250
Insurance		698		215		127	 1,040
	\$	979,563	\$	151,109	\$	755,301	\$ 1,885,973

## Statement of Functional Expenses For the Year Ended December 31, 2019

	 Program	Adr	ninistrative	<u>Fu</u>	ındraising		Total
Compensation	\$ 461,624	\$	57,318	\$	67,582	\$	586,524
Direct Mail Expense	-		_		562,586		562,586
Consulting	232,205		1,405		13,981		247,591
Professional Fees: Other	140,937		8,596		11,058		160,591
Employee Benefits	54,258		2,750		4,290		61,298
Travel	57,850		2,354		869		61,073
Payroll Taxes	33,047		4,781		5,754		43,582
Professional Fees: Accounting	-		35,299		-		35,299
Printing and Reproduction	31,689		694		198		32,581
Dues and Subscriptions	13,121		2,032		15,547		30,700
Books and Publications	6,338		1		23,548		29,887
Postage and Delivery	10,314		10,739		5,060		26,113
Internet and Social Media	19,732		1,744		510		21,986
Miscellaneous	1,371		15,323		192		16,886
Meetings and Conferences	16,118		124		10		16,252
Rent	12,798		1,074		1,067		14,939
Telephone	8,646		1,748		2,851		13,245
Supplies	7,519		2,910		877		11,306
Payroll Processing Fees	4,106		568		556		5,230
Advertising	4,409		-		-		4,409
Adopt a Village Expenses	4,372		-		-		4,372
Depreciation Expense	2,536		345		343		3,224
Taxes and Licenses	-		2,522		-		2,522
Utilities	 1,792		284		80	_	2,156
Total	\$ 1,124,782	\$	152,611	\$	716,959	\$	1,994,352

### Notes to the Financial Statements For the Years Ended December 31, 2020 and 2019

#### NOTE 1: ORGANIZATION AND PURPOSE

The Committee For A Constructive Tomorrow ("the Organization") was organized in 1986 and is registered under the District of Columbia Not-for-Profit Corporation Act. The Organization conducts educational activities on a wide range of public policy issues, centered around the topics of environment and development.

#### **NOTE 2: SIGNIFICANT ACCOUNTING POLICIES**

Method of accounting: The financial statements are presented on the accrual basis of accounting.

<u>Use of estimates</u>: The preparation of financial statements in conformity with accounting principles generally accepted in the United States requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities in the financial statements and reported amounts of revenues and expenses during the reporting period. Due to their prospective nature, actual results could differ from those estimates.

<u>Investments</u>: The Organization reports investments in marketable securities with readily determinable fair values and all investments in debt securities at their fair values in the statement of financial position. Unrealized gains and losses are included in the statement of activities. Investment income and gains restricted by a donor are reported as increases in net assets without donor restrictions if the restrictions are met (either by passage of time or by use) in the reporting period in which the income and gains are recognized.

<u>Inventories</u>: Inventories consist of items for sale through the online bookstore of the Organization. They are stated at the lower of cost (first-in, first-out basis) or market.

<u>Public support and revenue recognition</u>: Current net assets without donor restrictions are those funds presently available for use by the Organization at management's discretion. All contributions with time or donor-imposed restrictions are recognized as temporarily or permanently restricted revenue that increases net assets with donor restrictions. When temporary restrictions are met, the contributions are transferred to net assets without donor restrictions. Donor restricted contributions whose restrictions are met in the same year are reported solely as unrestricted revenue. Contributions with no restrictions are recognized immediately as unrestricted revenue.

Our book sales contain a single delivery element and revenue is recognized at a single point in time when ownership, risks and rewards transfer. The Organization operates a website where customers can purchase books. Control of merchandise transfers to the customer and revenue is recognized when online orders are shipped.

Notes to the Financial Statements For the Years Ended December 31, 2020 and 2019

#### NOTE 2: SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Property and Equipment: The Organization capitalizes all property and equipment acquisitions in excess of \$250. Purchased property and equipment is capitalized at cost. Donations of property and equipment are recorded as support at their estimated fair value at the date of donation. Such donations are reported as unrestricted support unless the donor has restricted the donated asset to a specific purpose. Property and equipment are depreciated using the straight-line method over their estimated useful lives. One-half year depreciation is taken during the years of acquisition and disposal. Equipment is depreciated over three to five years and furniture over five years. The Organization's annual depreciation expense amounted to \$3,205 and \$3,224 for the years ended December 31, 2020 and 2019, respectively.

<u>Functional Expenses</u>: Expenses are charged directly to program, administrative, and fundraising in general categories based on specific identification. Indirect expenses have been allocated based on direct costs.

Income Tax Status: The Organization is a not-for-profit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. The Organization has also been classified as an entity that is not a private foundation within the meaning of Section 509(a) and qualifies for deductible contributions as provided in Section 170(b)(1)(A)(vi).

Collaborative Arrangements: Under FASB ASC 808, a collaborative arrangement is defined as a contractual arrangement that involves a joint operating activity. These arrangements involve two or more parties who are both (i) active participants in the activity and (ii) exposed to significant risks and rewards dependent on the commercial success of the activity. The Organization evaluates whether an arrangement is a collaborative arrangement at its inception based on the facts and circumstances specific to the arrangement. The Organization will re-evaluate whether an arrangement qualifies or continues to qualify as a collaborative arrangement whenever there is a change in either the roles of the participants or the participants' exposure to significant risks and rewards dependent on the ultimate commercial success of the endeavor. For collaborative arrangements where it is determined that we are the principal participant, in accordance with existing accounting rules, revenue generated and costs incurred with third parties are recorded on a gross basis in our financial statements.

<u>Reclassifications</u>: Certain reclassifications have been made to the 2019 financial statement presentation to correspond to the current year's format. Net assets and changes in net assets are unchanged due to these reclassifications.

### Notes to the Financial Statements For the Years Ended December 31, 2020 and 2019

#### **NOTE 3: RETIREMENT PLAN**

Eligible employees may participate in an IRS section 403(b) retirement savings plan. Employees are immediately eligible. The Organization contributes a match of up to 3% of an employee's salary. Contributions totaling \$13,899 and \$12,227 for the years ended December 31, 2020 and 2019, respectively, were made by the Organization, in addition to the elective deferrals made by employees.

#### NOTE 4: LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS

The Organization has a policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due. The following table reflects the Organization's financial assets as of December 31, 2020 and 2019, reduced by amounts that are not available to meet general expenditures within one year of the statement of financial position date because of donor restrictions or internal board designations.

Financial Assets at year-end:	<u>2020</u>	<u>2019</u>
Cash	\$1,429,761	\$1,439,784
Investments	300,201	-
Receivables	1,471	1,547
Total Financial Assets	\$1,731,433	\$1,441,331
Assets limited to use:		
Donor Restricted	(11,550)	(82,387)
Total Assets limited to use	(11,550)	(82,387)
Financial Assets available to meet cash needs		
for general expenditures within one year:	\$1,719,883	\$1,358,944

## NOTE 5: <u>INVESTMENTS</u>

Investments are carried at fair value based on quoted prices in active markets (all Level 1 measurements) and consist of the following at December 31<sup>st</sup>:

	<u>2020</u>	<u>2019</u>
Mutual Funds	\$ 300,20 <u>1</u>	\$ -
Total Investments	\$ 300,201	\$ -

### Notes to the Financial Statements For the Years Ended December 31, 2020 and 2019

#### **NOTE 6: LOAN PAYABLE**

On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) was enacted. The CARES Act is an emergency economic stimulus package in response to the COVID-19 outbreak, which among other things, provides for loans to be made to small businesses under the Payroll Protection Program (PPP). On April 20, 2020 the Organization received a loan in the amount of \$111,200. The loan has an interest rate of 1% and matures on April 20, 2022. The loan is unsecured and is payable in 18 installments. Pursuant to the PPP Rules, all or a portion of this loan may be forgiven. The actual amount of the loan forgiveness will depend, in part, on the total amount of Payroll Costs (as defined in Section 1102(a)(2) of the CARES Act), and other qualified expenses under service agreements dated before February 15, 2020, paid by the Organization during the eight week period, or the optional twenty-four week period, following the date of the Note; provided, however, not more than 40% of the loan forgiveness amount may be attributable to non-Payroll Costs. In the event the Organization fails to satisfy the loan forgiveness provisions of the PPP Rules and some or all of this loan is not forgiven, the unforgiven portion of the loan will remain an obligation of the Organization that must be paid back to Lender in accordance with the terms listed above.

#### **NOTE 7: NET ASSETS**

7. ILLITEDELD		
	<u>2020</u>	<u>2019</u>
Net assets without donor restrictions:		
Unrestricted, undesignated net assets	\$1,605,789	<u>\$1,317,307</u>
Total net assets without donor restrictions	\$1,605,789	\$1,317,307
Net assets with donor restrictions:		
Articles	11,550	11,000
Cornwall Alliance project	_	61,387
CO2 analysis project	<u>=</u>	10,000
Total net assets with donor restrictions	11,550	82,387
Total net assets	<u>\$1,617,339</u>	<u>\$1,399,694</u>

#### **NOTE 8: RISKS AND UNCERTAINTIES**

The COVID-19 outbreak in the United States continues to cause disruption through mandated and voluntary closings of businesses and organizations. While it is unknown how long these conditions will last and what the complete financial impact will be, the Organization is closely monitoring the impact of the COVID-19 pandemic on all aspects of the Organization's operations and are unable at this time to predict the continued impact that COVID-19 will have on operations in the future due to numerous uncertainties.

Notes to the Financial Statements For the Years Ended December 31, 2020 and 2019

#### NOTE 9. COLLABORATIVE ARRANGEMENT

In 2018, the Organization entered into a collaborative arrangement with another organization (hereafter known as "Collaborating Entity"). The purpose of the collaborative arrangement was to produce a film. The Organization and the Collaborating Entity will hold joint ownership of all materials produced from the contract, both organizations are actively involved in the oversight of the project, and the expenses and revenues will be shared. Under this collaborative agreement, the Collaborating Entity is responsible for the production and manufacturing of the film and the collection of revenues. The Collaborating Entity will bill the Organization for a portion of the costs incurred and remit revenues collected to the Organization. The first \$150,000 in net income will be split one-third to the Organization and two-thirds to the Collaborating Entity. The Organization and Collaborating Entity will split revenues evenly after the first \$150,000 generated in net income.

Amounts received from and paid to the Collaborating Entity are presented as follows in the statements of activities and functional expenses:

	<u>2020</u>	<u>2019</u>
Program Revenue from Collaborative Arrangement	\$ 27,294	\$ -
Total Received from Collaborating Entity	\$ 27,294	\$ -
Professional Fees	\$ 40,503	\$ 68,168
Printing and Reproduction	2,330	-
Books and Publications	1,612	-
Meetings and Conferences	318	
Total Paid to Collaborating Entity	\$ 44,763	\$ 68,168

#### **NOTE 10: SUBSEQUENT EVENTS**

Management evaluated events and transactions that occurred after the statement of financial position date for potential recognition and disclosure through May 14, 2021, the date on which the financial statements were available to be issued.