# **Essex County Community Foundation, Inc. and Subsidiary**

Consolidated Financial Statements &

Independent Auditor's Report

June 30, 2020 and 2019

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#### **Independent Auditor's Report**

To the Board Trustees of Essex County Community Foundation, Inc. and Subsidiary

We have audited the accompanying consolidated financial statements of Essex County Community Foundation, Inc. and Subsidiary (a nonprofit organization), which comprise the consolidated statements of financial position as of June 30, 2020 and 2019, and the related consolidated statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the consolidated financial statements.

## Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated 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 consolidated 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 audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated 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 consolidated 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 consolidated 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 consolidated financial statements referred to above present fairly, in all material respects, the financial position of Essex County Community Foundation, Inc. and Subsidiary as of June 30, 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.

#### **Emphasis of Matter**

As discussed in Note 2 to the consolidated financial statements, during the year ended June 30, 2020, the Foundation adopted Accounting Standards Update (ASU) 2014-09, "Revenue from Contracts with Customers," and ASU 2018-08, "Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made." As a result, the standards were retroactively applied to the financial statements for the fiscal year ending June 30, 2019. Our opinion is not modified with respect to that matter.

Anstiss & Co., P.C. October 14, 2020

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#### Essex County Community Foundation, Inc. Consolidated Statements of Financial Position June 30, 2020 and 2019

	<u>2020</u>	<u>2019</u>
ASSETS		
Current assets		
Cash and cash equivalents	\$ 1,973,789	\$ 957,602
Investments	58,761,711	56,201,065
Prepaid expenses and other current assets	19,656	34,365
Total current assets	60,755,156	57,193,032
Long-term assets		
Property and equipment - net	6,221	3,953
Security deposit	5,580	5,580
Annuitized split-interest agreements	251,669	349,297
Agency endowment investments	14,582,397	15,301,028
Endowment investments	21,329,259	18,220,585
Total long-term assets	36,175,126	33,880,443
Total assets	\$ 96,930,282	\$ 91,073,475
LIABILITIES AND NET ASSETS		
Current liabilities		
Accounts payable and accrued expenses	\$ 140,776	\$ 201,636
Grants payable	529,252	585,435
Deferred revenue	23,000	5,000
SBA PPP loan payable	143,947	_
Total current liabilities	836,975	792,071
Long-term liabilities		
Fiscal agency liability	95,939	113,859
Split-interest obligations	251,669	349,297
Agency endowment funds	14,582,397	15,301,028
Total long-term liabilities	14,930,005	15,764,184
Total liabilities	15,766,980	16,556,255
Net assets		
Without donor restrictions		
Available for operations	59,827,822	56,292,682
Designated for endowment	14,934,125	12,090,470
Invested in property and equipment	6,221	3,953
Total without donor restrictions	74,768,168	68,387,105
With donor restrictions	7 1,7 00,100	
Held in perpetuity	5,127,075	4,924,628
Purpose restricted	509,174	490,880
Time restricted	758,885	714,607
Total with donor restrictions	6,395,134	6,130,115
Total net assets	81,163,302	74,517,220
Total liabilities and net assets	\$ 96,930,282	\$ 91,073,475

Essex County Community Foundation, Inc. Consolidated Statements of Activities For the Years Ended June 30, 2020 and 2019

Net assets at end of year	Net assets at beginning of year	Change in net assets	Total expenses	Fundraising	Management and general	Program services	Expenses	Total support and revenue	Net assets released from restrictions	Loss on disposal of property and equipment	Donated goods	Investment return	Program fees	benefit to donors of \$0 and \$13,123	Special event revenue, net of cost of direct	Contributions and grants	Support and revenue			
\$ 74,768,168 \$ 6,395,134 \$ 81,163,302	68,387,105	6,381,063	20,167,354	440,993	1,010,213	18,716,148		26,548,417	186,843			2,778,164	2,478	1		\$ 23,580,932 \$		Restrictions	Without Donor	
\$ 6,395,134	6,130,115	265,019	4	1	1	1		265,019	(186,843)	1	1	249,415	,	ı				Restrictions	With Donor	2020
\$ 81,163,302	74,517,220	6,646,082	20,167,354	440,993	1,010,213	18,716,148		26,813,436	-		1	3,027,579	2,478	ì	,	202,447 \$ 23,783,379		Total		
\$ 68,387,105	50,415,244	17,971,861	24,247,576	370,074	845,062	23,032,440		42,219,437	185,991	(613)	5,000	3,510,300	206,574	67,282		\$ 38,244,903		Restrictions	Without Donor	
\$ 68,387,105 \$ 6,130,115 \$ 74,517,220	6,037,057	93,058		And the second s	ı	1		93,058	(185,991)		,	256,334	ı	ı		\$ 22.715		Restrictions	With Donor	2019
\$ 74,517,220	56,452,301	18,064,919	24,247,576	370,074	845,062	23,032,440		42,312,495	ı	(613)	5,000	3,766,634	206,574	67,282	9	\$ 38.267.618		Total		

## Essex County Community Foundation, Inc. Consolidated Statement of Functional Expenses For the Year Ended June 30, 2020

		General &		
ac a	Program	Administrative	Fundraising	Total
Grants	\$ 17,008,645	\$ -	\$ -	\$ 17,008,645
Project support	808,039	-	-	808,039
Salaries and related	361,531	552,930	148,865	1,063,326
Professional consultants and speakers	281,250	-	_	281,250
Training	-	178,741	_	178,741
Conferences	137,803	_	-	137,803
Outsourced administrative services		79,200	-	79,200
Occupancy	45,075	68,939	18,561	132,575
Office supplies and expenses	36,178	55,329	14,896	106,403
Legal and accounting	-	17,619	-	17,619
Professional fees - other	850	1,301	350	2,501
Information technology	24,231	37,058	9,977	71,266
Fundraising expenses	-	-	243,202	243,202
Cost of direct benefit to donors	-	-	_	5,2-02
Insurance	1,808	2,765	745	5,318
Depreciation	695	1,063	286	2,044
Miscellaneous expense	60		_	60
Travel	9,983	15,268	4,111	29,362
Total expenses by function	18,716,148	1,010,213	440,993	20,167,354
Less expenses shown net of revenues		, ,	,	-0,107,55
on the statement of activities				
Cost of direct benefit to donors	_	_	_	_
Total expenses per the				_
statement of activities	\$ 18,716,148	\$ 1,010,213	\$ 440,993	\$ 20,167,354

## Essex County Community Foundation, Inc. Consolidated Statement of Functional Expenses For the Year Ended June 30, 2019

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	Program	Administrative	Fundraising	Total
Grants	\$ 19,937,848	\$ -	\$ -	\$ 19,937,848
Project support	1,939,329	-	_	1,939,329
Salaries and related	300,920	460,230	123,908	885,058
Professional consultants and speakers	526,307	-	-	526,307
Training	•	10,229	_	10,229
Conferences	158,958	-	_	158,958
Outsourced administrative services	-	66,986	_	66,986
Occupancy	50,459	77,174	20,777	148,410
Office supplies and expenses	65,994	100,931	27,174	194,099
Legal and accounting	-	47,119	-	47,119
Professional fees - other	749	1,146	309	2,204
Information technology	21,833	33,392	8,990	64,215
Fundraising expenses	_	-	176,546	176,546
Cost of direct benefit to donors	•	_	13,123	13,123
Insurance	3,467	5,302	1,427	10,196
Depreciation	731	1,119	301	2,151
Miscellaneous expense	-	1,908	_	1,908
Travel	25,845	39,526	10,642	76,013
Total expenses by function	23,032,440	845,062	383,197	24,260,699
Less expenses shown net of revenues		,	,,,,,,	_ ,,0,,,
on the statement of activities				
Cost of direct benefit to donors	-	-	(13,123)	(13,123)
Total expenses per the			( ,===)	(=0,120)
statement of activities	\$ 23,032,440	\$ 845,062	\$ 370,074	\$ 24,247,576

## Essex County Community Foundation, Inc. Consolidated Statements of Cash Flows For the Years Ended June 30, 2020 and 2019

	2020	2019
Reconciliation of change in net assets to net cash provided by operating activities  Change in net assets	\$ 6,646,082	<b>4</b> 10.074.010
Adjustments to reconcile changes in net assets to net cash provided by operating activities	\$ 0,040,082	\$ 18,064,919
Depreciation Realized and unrealized gain on investments Loss on disposal of property and equipment Contributions restricted to endowment Change in value of fiscal agency liability Change in value of agency endowment liability Endowment net investment return	2,044 (826,994) - (2,522,278) (17,920) (718,631) (719,373)	2,151 (2,657,678) 613 (583,693) 533 1,555,571 (1,108,956)
Changes in operating assets and liabilities  Decrease (increase) in prepaid expenses and other assets (Decrease) increase in accounts payable and accrued expenses (Decrease) increase in grants payable Increase (decrease) in deferred revenue	14,709 (60,860) (56,183) 18,000	(8,045) 133,988 294,535 (5,000)
Net cash provided by operating activities	1,758,596	15,688,938
Cash flows from investing activities		
Purchase of investments Proceeds from sale of investments Purchase of property and equipment Withdrawals from assets held under split-interest agreements Withdrawals from endowment	(16,645,228) 15,630,207 (4,312) 97,628 132,977	(29,633,111) 10,400,150 - 97,628 1,037,288
Net cash used by investing activities	(788,728)	(18,098,045)
Cash flows from financing activities		(==,==,=,=,=,=)
Collections of contributions restricted to endowment Proceeds from SBA PPP loan Payments to beneficiaries of split-interest agreements	143,947 (97,628)	2,358,138 - (97,628)
Net cash provided by financing activities	46,319	2,260,510
Net change in cash and cash equivalents  Cash and cash equivalents at beginning of year	1,016,187 957,602	(148,597) 1,106,199
Cash and cash equivalents at end of year	\$ 1,973,789	\$ 957,602
Supplemental information  Loss on disposal of property and equipment	\$ -	\$ 613

#### **NOTE 1 - ORGANIZATION**

Essex County Community Foundation, Inc. and Subsidiary (the Foundation) is a nonprofit organization established in 1998 as a broad-based public foundation. Its purpose is to promote and expand philanthropy primarily in Essex County, Massachusetts, by collaborating with donors and by connecting them to the vital and effective work of the non-profit agencies serving Essex County communities. The Foundation provides services to people whose care and loyalty for Essex County communities leads them to community philanthropy.

On August 21, 2018, the Foundation formed a single member-managed limited liability company, ECCF Real Estate, LLC (the LLC) to own and manage real estate. The LLC is treated as a subsidiary of the Foundation for financial reporting purposes. All intercompany activity has been eliminated.

The Foundation seeks to build endowments and donor advised funds to support public benefit purposes. The Foundation's funds have been established for the following purposes:

#### **Discretionary Funds**

The Foundation makes grants to non-profit agencies in Essex County during its annual grant cycle. The Foundation holds informational meetings open to all non-profit agencies in different parts of the county on a regular basis. Agencies are invited to submit grant proposals which are reviewed by a community-based volunteer Grant Management Committee. The committee makes grant recommendations to the Foundation's Board of Trustees for final approval.

#### Field of Interest Funds

Field of interest funds are used to support projects within a donor-specified geographic area or within a charitable field of interest selected by the donor, such as the arts, conservation, education, health, social services, etc., within Essex County. The Foundation circulates a Request for Proposal to all agencies within the selected field of interest. The Foundation's Grant Management Committee or a committee designated by the donor reviews these proposals and makes recommendations to the Board of Trustees for final approval.

#### Agency Endowments

Through agency endowments, agencies are able to aggregate their funds with the Foundation, designating themselves as beneficiary. These agencies benefit from investing their funds with the Foundation's more substantial endowment and from using the fund management facilities already established by the Foundation, including investment management, income distribution and fundraising assistance.

### NOTE 1 – ORGANIZATION (continued)

#### **Designated Funds**

A designated fund is a fund established for the benefit of a designated non-profit agency or program. Beneficiaries, chosen by the donor, will receive the benefit of that donation for many years to come.

#### **Donor Advised Funds**

Donor advised funds are used by community foundations to provide donors with a compelling alternative to establishing their own private foundation or charitable trust. With a donor advised fund, there is no requirement for the donor to establish a tax-exempt entity, which takes time, administrative effort and money. Through a designated committee, the donor retains advisory privileges with respect to the distributions of funds and the investment of accounts.

#### Scholarship Funds

The Foundation provides an opportunity for donors to establish scholarship funds to benefit individuals who might otherwise be unable to complete or continue their education at the secondary level or beyond.

#### Internal Funds

Internal funds have been established to support the operations of the Foundation, including discretionary grant making, youth and environmental programs.

#### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Basis of Presentation

The accompanying consolidated financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America ("GAAP"). The Foundation reports information regarding its financial position and activities in two classes of net assets based upon the existence or absence of donor-imposed restrictions as follows:

#### Net Assets Without Donor Restrictions

Net assets that are not subject to donor-imposed stipulations are classified as without donor restrictions.

In addition, the Board may vote to set aside a certain dollar amount or percentage of net assets without donor restrictions for use at a specific time, for a specific purpose, or to function as endowment. These board-designated net assets may become undesignated with the passage of time or when used for their intended purpose. The Board may undesignate these net assets at its discretion if the originally intended time period or purpose is deemed to longer relevant or applicable to the needs of the Foundation.

## NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### Basis of Presentation (continued)

#### Net Assets With Donor Restrictions

Net assets subject to donor-imposed stipulations that are either held in perpetuity or have restrictions that are met, either by actions of the Foundation and/or the passage of time, are classified as net assets with donor restrictions. All income and unrealized and realized net gains on investments related to net assets held in perpetuity are considered time or purpose restricted. These funds can be made available for expenditure as the Foundation appropriates its annual spending based on the use of a spending policy or in accordance with donor restrictions. When a restriction is met, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions.

## Cash and Cash Equivalents

Cash equivalents include cash, time deposits, certificates of deposit, and other highly liquid financial instruments with original maturities of three months or less, which are neither held nor restricted by donors for long-term purposes. Cash, time deposits, certificates of deposit, and other highly liquid financial instruments restricted to endowments that are perpetual in nature or other long-term purposes are excluded from this definition.

#### Fair Value Measurements

GAAP defines fair value measurements applied to reported balances that are required or permitted to be measured at fair value under an existing accounting pronouncement. Under GAAP, fair value is a market-based measurement, not an entity-specific measurement. Therefore, a fair value measurement should be determined based on the assumptions that market participants would use in pricing the asset or liability and establishes a fair value hierarchy. The fair value hierarchy consists of three levels of inputs that may be used to measure fair value as follows:

<u>Level 1</u> – Inputs that utilize quoted prices (unadjusted) in active markets for identical assets or liabilities that the Foundation has the ability to access.

<u>Level 2</u> – Inputs that include quoted prices for similar assets and liabilities in active or inactive markets and other significant inputs that are observable for the assets or liabilities, either directly or indirectly, for substantially the full term of the financial instrument. Fair values for these instruments are estimated using pricing models, quoted prices of securities with similar characteristics, or discounted cash flows.

## NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

## Fair Value Measurements (continued)

<u>Level 3</u> – Inputs that are significant unobservable inputs for the asset or liability, which are typically based on an entity's own assumptions, as there is little, if any, related market activity.

In instances where the determination of the fair value measurement is based on inputs from different levels of the fair value hierarchy, the level in the fair value hierarchy within which the entire fair value measurement falls is based on the lowest level input that is significant to the fair value measurement in its entirety.

The carrying amounts for cash and cash equivalents, promises to give, prepaid expenses and other assets, accounts payable and accrued expenses, grants payable, and deferred revenue approximate fair value due to their short-term nature. ASC 825-10, "Financial Instruments," permits an entity to measure many financial instruments and certain other assets and liabilities at fair value on an instrument-by-instrument basis. The foundation has not adopted any of the additional fair value options allowed under the standard.

#### Investments

The Foundation invests its assets in a manner intended to achieve a total rate of return sufficient to replace the assets spent for grants and expenses and recoup any value lost due to inflation. To minimize risk, the Foundation diversifies its investments among various financial instruments and asset categories and uses multiple investment strategies and managers. Significant investment decisions are made by the Board of Trustees' Investment Committee, which has oversight responsibility for the Foundation's investment program. The Foundation's portfolio is managed by outside investment managers who invest according to the investment guidelines recommended by the Investment Committee and approved by the Board of Trustees.

Investments in equity securities with readily determinable fair values and all investments in debt securities are measured at fair value in the statements of financial position and are included in level 1 of the fair value hierarchy. Fair value is based on market value in the case of marketable securities. The market value of publicly traded securities is based upon quotes from the principal exchanges on which the securities are traded. Investment return (including realized and unrealized gains and losses on investments, interest, dividends, and external and direct internal investment expenses) is included in the current year change in net assets. Realized and unrealized gains or losses are determined by comparison of the difference between market values and average cost, respectively. Dividend and interest income is recognized when earned.

## NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### Investments (continued)

Alternative investments include non-marketable securities such as limited partnerships, private equity, hedge funds, and real estate investment trusts which are valued using current estimates of fair value obtained from investment managers or general partners in the absence of readily determinable public market values. Such valuations generally consider variables such as operating results, comparable earnings multiples, projected cash flows, recent sales prices, and other pertinent information, and may reflect discounts for the illiquid nature of certain investments held. Because of the inherent uncertainty of valuation for these investments, the estimate of the investment manager or general partner may differ from the values that would have been used had a ready market existed, and the differences could be significant. The agreements underlying participation in non-marketable investment funds may limit the Foundation's ability to liquidate its interest in such investments. Foundation management is responsible for the measurements of alternative investments reported in the fair value hierarchy as level 3. On May 29, 2020, the Foundation signed an agreement for a commitment in the amount of \$1,000,000 in a limited partnership. As of June 30, 2020, \$150,000 of this commitment had been funded.

Pooled investments include investments in units of pooled funds for which there are underlying assets in various mutual funds and securities that are not held directly by the Foundation but rather by Greater Horizons. The underlying assets have readily determinable fair values based on the market value of publicly traded securities which are based upon quotes from the principal exchanges on which the securities are traded. Investment income earned by pooled assets is allocated to each investor participating in the pool based on average monthly balance invested.

Accounting Standards Update No. 2009-12, Investments in Certain Entities that Calculate Net Asset Value per Share (or Its Equivalent), permits the use of net asset value (NAV) or its equivalent reported by each underlying alternative investment fund as a practical expedient to estimate the fair value of the investment. These investments are generally redeemable, or may be liquidated, at NAV under the original terms of the subscription agreements or operations of the underlying assets. However, it is possible that these redemption rights may be restricted by the funds in the future in accordance with the underlying fund agreements, as applicable. Changes in market conditions, the economic environment, or the funds' liquidity provisions may significantly impact the NAV of the funds, and consequently, the fair value of the Foundation's interest in such funds. Although certain investments may be sold in a secondary market, the secondary market is not active and individual transactions are not necessarily observable. It is therefore possible that if the Foundation were to sell its interest in a fund in the secondary market, the sale could occur at an amount materially different from the reported value. The Foundation has implemented policies and procedures to assess the reasonableness of the fair values provided. The Foundation believes that reported fair values of nonmarketable securities at the statements of financial position dates are reasonable.

# NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### Unconditional Promises to Give

Promises to give due within the next twelve months are recorded at their net realizable value. Unconditional promises to give due in more than twelve months are recognized initially at fair value in the period the promise is made by the donor. The fair value of a pledge is estimated based on anticipated future cash receipts (net of an allowance for uncollectible amounts), discounted using a risk adjusted rate of 5% applicable to the years in which the promises are to be received. In subsequent periods, amortization of the discount rate is included in contribution revenue in the statements of activities. The allowance for uncollectable promise to give is based on historical experience, an assessment of economic conditions, and a review of subsequent collections. Promises to give are written off when deemed uncollectable. There were no outstanding pledges as of June 30, 2020 and 2019.

## Property and Equipment

All property and equipment additions of \$5,000 or more are capitalized and recorded at cost if purchased or constructed, or at fair market value at the date of the gift, if donated. Maintenance, repairs, rearrangement expenses, and renewal and betterments that do not significantly enhance the value or increase the basic productive capacity of the assets are charged to expenses as incurred. The Foundation depreciates property and equipment using the straight-line method over useful lives of the assets as follows:

	<u>Years</u>
Software	3-7
Furniture and equipment	4-7

The Foundation reviews long-lived assets for impairment whenever events or changes in circumstances indicate that the carrying amount of an asset may not be recoverable. Recoverability of long-lived assets is measured by comparison to the future undiscounted net cash flows expected to be generated by the assets. If such assets are considered to be impaired, the impairment to be recognized is measured by the amount by which the carrying amount of the assets exceeds the estimated fair value of the assets. Assets to be disposed of are reportable at the lower of the carrying amount or fair value, less costs to sell.

## Revenue Recognition

Program fees, which consist of fees for workshops and training classes, are recognized when services are performed. Program services fees billed or collected in advance are recorded as deferred revenue until the services are performed. As of June 30, 2020 and 2019, there were \$23,000 and \$5,000, respectively, in fees collected in advance and recorded as deferred revenue.

## NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### Revenue Recognition (continued)

Contributions are recognized when cash, securities or other assets, an unconditional promise to give, or notification of a beneficial interest is received. Gifts of assets other than cash are recorded at their estimated fair value on the date of the gift. Pledges receivable are stated at the estimated net present value, net of an allowance for uncollectible amounts. Conditional promises to give are not recognized until the conditions on which they depend have been substantially met.

The Foundation has adopted Accounting Standards Update (ASU) No. 2014-09, "Revenue from Contracts with Customers (Topic 606)," as amended, and ASU 2018-08, "Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made (Topic 605)," as management believes these standards improve the usefulness and understandability of the Foundation's financial reporting. Analysis of various provisions of these standards resulted in no significant changes in the way the Foundation recognizes revenue, and therefore, no changes to the previously issued audited consolidated financial statements were required on a retrospective basis as a result of the adoption of these standards. The presentation and disclosures of revenue have been enhanced in accordance with the standard.

#### **In-Kind Contributions**

Donated goods, services, and fixed assets are recorded as contributions at their estimated fair value at the date of donation. Such donations are reported as increases in net assets without donor restrictions unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire fixed assets are reported as restricted contributions. The Foundation reports expiration of donor restrictions when the donated or acquired assets are placed in service. There were no donated goods or services received during the year ended June 30, 2020. There was \$5,000 received in donated goods for the year ended June 30, 2019.

Volunteers contribute significant amounts of time to our program services, administration and fundraising and development activities; however, the consolidated financial statements do not reflect the value of these contributed services because they do not meet recognition criteria prescribed by generally accepted accounting principles. Contributed professional services are recorded at the respective fair values of the services received.

# NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### Functional Allocation of Expenses

The costs of providing the Foundation's various programs and supporting services have been summarized on a functional basis in the statements of functional expenses. The statements of functional expenses are required to present the natural classification detail of expenses by function, allocated on a reasonable basis that is consistently applied. Expenses that can be identified with a specific program and support services are allocated directly. Based on management's estimates, certain costs have been allocated among major classes of program services and supporting activities on a basis that is most appropriate for the cost allocated and that provides for a fair and equitable distribution. Salaries and wages, benefits, payroll taxes, communications and occupancy costs are allocated based on estimates of time and effort developed from periodic time studies. Other unallocable costs, general and administrative costs, and fundraising costs that are that are not identified with one or more programs are reported as management and general or fundraising as appropriate.

### Concentrations of Credit Risk

The Foundation places its cash and cash equivalents with high quality financial institutions. Such deposits are covered by Federal Deposit Insurance Commission (FDIC) insurance and by state level insurance for balances exceeding FDIC limits. To minimize risk management routinely assesses the financial strength of the institutions.

Investments are exposed to market and credit risks. Due to the risk associated with such investments and the level of uncertainty related to changes in the value, it is at least reasonably possible that changes in values in the near term could materially affect investment balances and the amounts reported in the consolidated financial statements.

#### Use of Estimates

The preparation of consolidated financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

## NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

## Income Taxes and Uncertain Tax Positions

The Foundation, incorporated under Chapter 180 of the Massachusetts General Laws as a tax-exempt entity, has been granted tax-exempt status under Internal Revenue Code (IRC) Section 501(c)(3) and is classified as other than a private foundation as defined by section 509(a) of the IRC. Therefore, it is generally exempt from federal and state income taxes except for tax on unrelated business income. Management has determined that substantially all of the Foundation's income, expenditures, and activities relate to its exempt purpose, therefore, the Foundation is not subject to unrelated business income taxes. Accordingly, no provision for income taxes has been provided for in the accompanying consolidated financial statements.

The Foundation has elected, under IRC Sec. 501(h), to make limited expenditures to influence legislation. The Foundation is subject to excise tax of 25% on lobbying expenditures in excess of allowable limits. There were no excise taxes on excess lobbying expenditures for the years ending June 30, 2020 and 2019.

The Foundation is required to evaluate and disclose tax positions that could have an effect on the Foundation's consolidated financial statements. There are no uncertain tax positions considered to be material. The Foundation reports its activities to the Internal Revenue Service and to the Commonwealth of Massachusetts on an annual basis. These informational returns are generally subject to audit and review by the governmental agencies for a period of three years after filing. Management believes it is no longer subject to review by taxing authorities for periods prior to 2017.

#### Accounting updates

In February 2016, the FASB issued ASU 2016-02, "Leases," amending Financial Accounting Standards Board Accounting Standards Codification (ASC) by adding topic 842. The new ASU requires that lessees recognize on the statement of financial position the assets and liabilities for the rights and obligations created by all leases with terms of more than twelve months, regardless of their classification as either operating or capital leases. For non-profit organizations without public debt, this ASU takes effect for annual periods beginning after December 15, 2020. For the Foundation, this ASU takes affect for fiscal years starting July 1, 2021.

The Foundation is currently evaluating the effect that this accounting pronouncement will have on the consolidated financial statements. There were no other accounting standards recently issued that had or are expected to have a material impact on the Foundation's consolidated financial statements and associated disclosures.

## NOTE 3 - LIQUIDITY AND AVAILABILITY

Financial assets available within one year for general operating expenses, including grants, are as follows as of June 30, 2020:

Cash and cash equivalents	2020 \$ 1,797,570	2019
Investments	58,761,711	\$ 843,743 56,201,065
Distributions from annuitized split-interest	30,701,711	30,201,003
agreements	97,628	97,628
Endowment spending policy distributions and		,,,,,
appropriations	1,117,022	1,147,336
Total financial assets available	\$61,773,931	\$58,289,772

To manage liquidity, the Foundation strives to maintain three to nine months of operating reserves on hand to meet current liquidity needs and address shortfalls in cash flow caused by seasonal revenue cycles. The operating reserves are maintained in investment accounts with asset allocations consistent with the investment policy.

The Foundation maintains accounts in funds. Resources for various purposes are classified into funds that are in accordance with activities or objectives specified by donors. Separate accounts are maintained for each fund. The Foundation charges each fund an annual administrative fee consistent with the Foundation's fund fees policy. The administrative fee serves as support for current operations.

In addition, the Foundation had \$2,493,727 and \$2,098,756 in board designated funds functioning as endowment as of June 30, 2020 and 2019, respectively. Although the Board currently has no intention of doing so, these funds can be made available for general expenditure with Board approval.

## NOTE 4 – FAIR VALUE OF FINANCIAL INSTRUMENTS

The Foundation uses fair value measurements to record fair value adjustments to certain assets and liabilities and to determine fair value disclosures (see Note 2). The following table presents the Foundation's fair value hierarchy for those assets and liabilities measured at fair value on a recurring basis as of June 30<sup>th</sup>:

			202	0					
			activ	ed prices in re markets identical	Significa		_	nificant	
					observ		unobservable		
		Total		assets Level 1	inpi Leve			nputs	
Assets:		1 Otal		CVCI 1	Leve	51 Z	Level 3		
Cash equivalents	\$	83,620	\$	83,620	\$		\$		
Equity funds	•	00,020	Ψ	05,020	Ψ	-	Φ	-	
Large cap	49	,939,298	_	19,939,298		_			
Mid cap		5,882,476		6,882,476		_		-	
Small cap		248,940		248,940		_		-	
Global fund		27,268		27,267		_		-	
International		35,872		35,872		_		-	
Other		14,587		14,587		_		-	
Fixed income funds		1 1,007		1 1,507				~	
Multi-sector	10	,508,133	1	0,508,133		_			
Other bond funds		,923,187		6,923,188		_		-	
High yield		,958,644		1,958,644		_		-	
International		,273,075		3,273,075		_		-	
Government		221,041		221,041		_		-	
Intermediate core plus		97,826		97,826		_		-	
Alternative investments		, -						-	
Limited partnerships		150,000		_		_		150,000	
Exchange traded funds		,						150,000	
Other		535,638		535,638		_		_	
Total investments at fair									
value	80	,899,605	\$ 8	0,749,605	\$	_	\$	150,000	
Pooled investments at NAV		, , , , , , , , , , , , , , , , , , , ,		3,7 12,000	Ψ		Ψ	130,000	
Domestic equity		836,279							
International equity		322,900							
Short-term		178,497							
Intermediate		118,383							
Money market	12	,317,703							
Total investments		,673,367							
		,,,							
Liabilities:									
Agency endowment funds	\$ 14	,582,397							

## NOTE 4 – FAIR VALUE OF FINANCIAL INSTRUMENTS (continued)

	Total	Quoted prices in active markets for identical assets Level 1	Significant other observable inputs Level 2	Significant unobservable inputs Level 3
Assets: Cash equivalents	Φ 1.504.022	Φ 4.504.000	_	
-	\$ 1,504,933	\$ 1,504,933	\$ -	\$ -
Equity funds	47 274 017	45.054.045		
Large cap Medium Cap	47,374,817	47,374,817	-	-
Small cap	6,724,577	6,724,577		
Fixed income funds	53,609	53,609	-	-
Multi-sector	0.040.710	0.040.040		
	8,949,518	8,949,518	-	-
Other bond funds	5,961,184	5,961,184	× =	-
High yield	3,306,885	3,306,385	-	-
International	3,131,891	3,131,891		
Government	33,716	33,716		
Exchange traded funds				
Other	268,450	268,450	La.	<b>M</b>
Total investments at fair		•		
Value	77,309,580	\$ 77,309,580	- \$	\$ -
Pooled investments at NAV				
Domestic equity	1,147,818			
International equity	445,584			
Short-term	826,052			
Intermediate	553,482			
Money market	9,440,162			
Total investments	\$ 89,722,678			
Liabilities:				
Agency endowment funds	\$ 15,301,028			

There were no realized and unrealized gains (losses) on investments with significant unobservable inputs for the year ended June 30, 2020, as the investment was made at the end of the fiscal year. Investment activity for level 3 investments was as follows for the year ended June 30<sup>th</sup>:

Significant unobservable inputs Level 3		2020
Beginning balance	-\$	_
Capital calls		150,000
Ending balance	\$	150,000

#### NOTE 5 – INVESTMENT RETURN

Return on investments consisted of the following for the years ended June 30th:

	2020	2019
Interest and dividends	\$ 1,990,415	\$ 1,724,532
Realized gains and losses	640,656	170,069
Unrealized gains and losses	419,897	1,882,818
Investment fees	(23,389)	(10,785)
	\$ 3,027,579	\$ 3,766,634

Investment return is shown net of investment management and custody fees paid directly to the investment managers in the amount of \$23,389 and \$10,785 for the years ended June 30, 2020 and 2019, respectively. There were additional investment fees that were not paid directly to the managers, but rather are netted from the return on certain investments.

## NOTE 6 - PROPERTY AND EQUIPMENT

Property and equipment is composed of the following as of June 30th:

	2020	2019
Furniture and equipment	\$ 60,898	\$ 56,586
Software	44,111	44,111
Total fixed assets	105,009	100,697
Less: accumulated depreciation	98,788	96,744
Fixed assets - net	\$ 6,221	\$ 3,953

Depreciation expense was \$2,044 and \$2,151 for the years ending June 30, 2020 and 2019, respectively.

## NOTE 7 – SBA/PPP LOAN PAYABLE

On April 17, 2020, the Foundation received loan proceeds from People's United Bank in the amount of \$143,947 under the Paycheck Protection Program ("PPP"). The PPP was established as part of the Coronavirus Aid, Relief and Economic Security Act ("CARES Act"), enacted by the U.S. Government on March 27, 2020 to help small businesses retain employees during the pandemic and economic downturn. The PPP provides for loans to qualifying businesses for amounts up to two- and one-half times the average monthly allowable payroll costs incurred during the year prior to the loan date. The loans and accrued interest are forgivable after twenty-four weeks as long as the borrower uses the loan proceeds for eligible purposes, including payroll, benefits, rent and utilities, and

#### **NOTE 8 - NET ASSETS** (continued)

In addition, there were net assets with donor restrictions consisting of contributions whose restrictions can be satisfied through purpose spending or time and that resulted from earnings on perpetual endowment funds under the Uniform Prudent Management of Institutional Funds Act (UPMIFA) as adopted by the Commonwealth of Massachusetts as follows:

	2020	2019
Cumulative earnings - perpetual endowment funds		
Without purpose restrictions	\$ 509,174	\$ 490,880
With purpose restrictions	758,885	714,607
Total	\$1,268,059	\$1,205,487

Net assets were released from donor restrictions by incurring expenses satisfying the restricted purpose or by occurrence of the passage of time or other events specified by the donors as follows for the years ended June 30, 2020 and 2019:

	2020	2019
Expiration of time restrictions	\$186,843	\$185,991

Net assets with donor restrictions consisted of the following as of and for the years ended June 30th:

	2020	2019
Environment	\$ 2,608,758	\$ 2,346,504
Education	2,091,625	2,073,149
Health and human services	1,317,925	1,339,333
Art	56,941	55,734
Other	319,885	315,395
Total net assets with donor restrictions	\$6,395,134	\$6,130,115

#### **NOTE 9 – ENDOWMENT FUNDS**

The Foundation's endowment consists of approximately 53 individual funds established for a variety of purposes and includes both donor-restricted endowment funds and funds established by the Board of Trustees to function as endowments. Under UPMIFA, the Board of Trustees has discretion to determine appropriate expenditure of a donor-restricted endowment fund in accordance with specific guidelines about what constitutes prudent spending. UPMIFA permits the Foundation to appropriate for expenditure or accumulate so much of an endowment fund as the Foundation determines to be prudent for the uses, benefits, purposes, and duration for which the endowment is established. Although UPMIFA offers short-term spending flexibility, the explicit consideration of the preservation of the funds suggests that a donor-restricted endowment fund is

#### **NOTE 9 – ENDOWMENT FUNDS (continued)**

perpetual in nature. Although the Foundation is permitted to continue a prudent payout even if the market value of the fund is below historic principal value, there is an expectation that over time, the perpetually restricted amount will remain intact.

The Foundation's Board of Trustees' interpretation of UPMIFA as requiring the preservation of the fair value of the original gift as of the gift date has resulted in the classification of net assets with donor restrictions that are perpetual in nature as (a) the original value of gifts donated to the perpetual endowment, (b) the original value of the subsequent gifts donated to the perpetual endowment, and (c) accumulations to the perpetual endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund. The remaining portion of the donor-restricted endowment fund that is not classified in perpetual endowment is classified with other net assets with donor restrictions until appropriated for expenditure by the Foundation in a manner consistent with the standard of prudence prescribed by UPMIFA. In accordance with UPMIFA, the Foundation considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

- (1) General economic conditions
- (2) The possible effect of inflation and deflation
- (3) The expected tax consequences, if any, of investment decisions
- (4) The effect of each investment or course of action on the overall investment portfolio
- (5) The expected total return from income and appreciation of investments
- (6) Other resources of the organization
- (7) The needs of the Foundation and the fund to make distributions and to preserve capital
- (8) An asset's special relationship or value, if any, to the Foundation's charitable purpose
- (9) The duration and preservation of the fund
- (10) The investment policy of the Foundation

At times, the fair value of assets associated with individual donor-restricted endowment funds may fall below the level that the donor or UPMIFA requires the Foundation to retain in a fund of perpetual duration. These deficiencies can result from unfavorable market fluctuations that occur in newer endowment funds, shortly after the investment of new permanently restricted contributions, or when there was continued appropriation for certain programs that were deemed prudent by the Board of Trustees. As of June 30, 2020, there were no underwater endowments. As of June 30, 2019, the fair value of the underwater endowments was \$2,316,859, whereas the original endowment gifts were

#### NOTE 9 – ENDOWMENT FUNDS (continued)

\$2,358,138. In accordance with GAAP, the resulting deficiency of \$41,280 is reported in net assets with donor restrictions as of June 30, 2019. As of June 30, 2020 and 2019, perpetual endowment funds with original gift values of \$5,127,075 and \$4,924,628 and fair values of \$6,395,134 and \$6,130,115, were reported in net assets with donor restrictions, respectively.

The Foundation has adopted investment and spending policies for endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowment while seeking to maintain the purchasing power of the endowment assets. Endowment assets include the assets of donor-restricted funds that the Foundation must hold in perpetuity for a donor-specified period(s) as well as board-designated funds. Under this policy, as approved by the Board of Trustees, the endowment assets are invested in a manner that is intended to produce results that exceed the price and yield return equal to the return obtainable by investing in one-year U.S. Treasury Bills over three years. Actual returns in any given year may vary from this amount.

To satisfy its long-term rate-of-return objectives, the Foundation 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). The Foundation targets a diversified asset allocation that places a greater emphasis on equity-based investments to achieve its long-term return objectives within prudent risk constraints.

The Foundation's spending policy is determined each year and allows for appropriating up to 5 percent of its endowments fair market value using a twenty-quarter rolling average. The spending policy adopted for fiscal years ending 2020 and 2019 was 4.5 percent. In establishing this policy, the Foundation considered the long-term expected return on its endowment. Accordingly, over the long term, the Foundation expects the current spending policy to allow its endowments to grow. This is consistent with the Foundation's objective to maintain the purchasing power of the endowment assets held in perpetuity or for a specified term as well as to provide additional real growth through new gifts and investment return.

The Articles of Organization of the Foundation, and most fund agreements, include a variance power provision which gives the Board of Trustees the power to modify any restriction or condition placed on gifts, if in its sole judgment, the Board determines that the restriction becomes, in effect, incapable of fulfillment or is inconsistent with the charitable needs of the community.

## NOTE 9 – ENDOWMENT FUNDS (continued)

Endowment net asset composition by fund type as of June 30th:

2020		
Without		
Donor	With Donor	
Restrictions	Restrictions	Total
\$ 12,440,398	\$ 6,395,134	\$18,835,532
2,493,727	-	2,493,727
\$14,934,125	\$ 6,395,134	\$21,329,259
2019		
Without		
Donor	With Donor	
Restrictions	Restrictions	Total
\$ 9,991,714	\$ 6,130,115	\$16,121,829
2,098,756	_	2,098,756
\$12,090,470	\$ 6,130,115	\$18,220,585
	Without Donor Restrictions \$ 12,440,398 2,493,727 \$14,934,125  2019 Without Donor Restrictions \$ 9,991,714 2,098,756	Without Donor Restrictions \$ 12,440,398 2,493,727 \$ 14,934,125   Without Donor Restrictions  \$ 9,991,714 2,098,756  Without Donor Restrictions  \$ 6,130,115 -

Changes in endowment net assets for the year ended June 30, 2020:

	Without		
	Donor	With Donor	
	Restrictions	Restrictions	Total
Endowment net assets,			
beginning of year	\$ 12,090,470	\$ 6,130,115	\$18,220,585
Investment return:		•	,,
Investment income	354,392	177,104	531,496
Appreciation/depreciation	115,566	72,311	187,877
Total investment return	469,958	249,415	719,373
Contributions Appropriation of assets for	2,319,831	202,447	2,522,278
expenditure	(741,288)	(186,843)	(928,131)
Other change	795,154		795,154
Endowment net assets, end of year	\$ 14,934,125	\$ 6,395,134	\$21,329,259

#### NOTE 9 – ENDOWMENT FUNDS (continued)

Changes in endowment net assets for the year ended June 30, 2019:

	Without Donor	With Donor	
T. 1	Restrictions	Restrictions	Total
Endowment net assets,			
beginning of year	\$ 11,528,167	\$ 6,037,057	\$17,565,224
Investment return:			
Investment income	310,405	19,726	330,131
Appreciation/depreciation	401,137	236,608	637,745
Total investment return	711,542	256,334	967,876
Contributions Appropriation of assets for	567,193	22,715	589,908
expenditure	(716,432)	(185,991)	(902,423)
Endowment net assets, end of year	£ 12,000,470	Ø ( 120 115	<b>A10.000.707</b>
chu di year	\$ 12,090,470	\$ 6,130,115	\$18,220,585

## **NOTE 10 - FISCAL AGENCY LIABILITY**

The Foundation acts as a fiscal agent for other organizations in the service area. The organizations place funds with the Foundation and direct the Foundation to disburse funds from time to time on the organizations' behalf. Fiscal agency funds reported in the statements of financial position represent undisbursed funds held by the Foundation on behalf of Community Health Network Areas (CHNA) 13 (Beverly/Gloucester) and 14 (North Shore) of \$95,939 and \$113,859 as of June 30, 2020 and 2019, respectively.

#### **NOTE 11 – AGENCY ENDOWMENT FUNDS**

Agency endowment arises when a transfer is received from a not-for-profit organization that specifies itself as the beneficiary. GAAP requires that the transfers received by a community foundation be accounted for as a liability as the transaction is deemed to be reciprocal. The agency endowments funds held by the Foundation as of June 30, 2020 and 2019, were \$14,582,397 and \$15,301,028, respectively.

## **NOTE 12 – SPLIT-INTEREST OBLIGATIONS**

Split-interest agreements of \$251,669 and \$349,297 as of June 30, 2020 and 2019, respectively, consist of charitable gift annuities in which donors have contributed assets to the Foundation and have designated themselves as beneficiaries of an annuity payment over a specified period of time. The Foundation recorded revenue representing its share of the split-interest agreements and purchased annuity certificates covering 100% of the split-interest obligations due to the beneficiaries. The annuity obligations and related expected proceeds from the annuity certificates are estimates that may differ from amounts actually paid and received. The decrease in split-interest obligations and annuitized split-interest agreements over time is the result of annuity payments made and received.

## **NOTE 13 - RELATED PARTY ACTIVITY**

Several of the Foundation's board members also serve on the boards of, or otherwise have a business relationship with, other area non-profit organizations. During the years ended June 30, 2020 and 2019, the Foundation made grants of \$2,691,236 and \$3,207,751 to those organizations, respectively.

#### NOTE 14 - EMPLOYEE BENEFIT PLANS

Effective January 1, 2018, the Foundation adopted a SIMPLE IRA Plan. Under this Plan the Foundation may make matching contributions. Employer contributions in the amount of \$21,990 and \$22,743 were made for the fiscal years ended June 30, 2020 and 2019, respectively.

#### **NOTE 15 - OPERATING LEASE**

The Foundation occupies office space in Danvers, MA under a seven-year operating lease expiring August 31, 2023. The lease provides for monthly rental payments of \$6,087 for 2020 which graduate annually. Rent expense for the years ending June 30, 2020 and 2019 was \$72,706 and \$70,677, respectively. The minimum required lease payments are as follows for fiscal years ending June 30<sup>th</sup>:

2021	74,735
2022	75,073
2023	75,073
2024	12,512
Total	\$ 237,393

## **NOTE 16 - SUBSEQUENT EVENTS**

ASC 855-10, "Subsequent Events," defines further disclosure requirements for events that occur after the statement of financial position date but before financial statements are issued. In accordance with ASC 855-10, the Foundation's management has evaluated events subsequent to June 30, 2020 through October 14, 2020, which is the date this report was available to be issued.

In December 2019, there was an outbreak of a novel strain of Coronavirus (COVID-19) which has since spread to many countries, including the United States. On March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic. The U.S. government has implemented enhanced screenings, quarantine requirements, and travel restrictions in connection with the COVID-19 outbreak. In addition, multiple jurisdictions in the U.S. have declared a state of emergency. It is anticipated that the impacts from this pandemic will continue for some time. The extent of the impact of the COVID-19 pandemic on the Foundation's operational and financial performance will depend on future developments, including the duration and spread of the outbreak. Potential impacts to the Organization may include disruptions or restrictions on our employees' ability to work, our donors' ability to contribute, our ability to fundraise, or our capacity to support program services. Changes to the operating environment may increase operating costs. The future effects of these issues are unknown.

Since the COVID-19 outbreak, major U.S. and foreign stock indices have continued to experience significant volatility and declines due to the COVID-19 pandemic. Management is monitoring investment market conditions and the impact such volatility is having on the Foundation's investment portfolio. There is significant uncertainty regarding the impact that the current volatility will have on the future value of the Foundation's investment portfolio or on the amounts approved for expenditure under the Foundation's spending policy.

There were no material events noted during this period that would either impact the results reflected in this report or the Organization's results going forward.