

NORTH CASCADES INSTITUTE

**FINANCIAL STATEMENTS WITH
INDEPENDENT AUDITORS' REPORT**

DECEMBER 31, 2017 AND 2016



INDEPENDENT AUDITORS' REPORT

To the Board of Directors
North Cascades Institute
Sedro-Woolley, Washington

We have audited the accompanying financial statements of North Cascades Institute (a nonprofit organization), which comprise the statements of financial position as of December 31, 2017 and 2016, 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.

Auditors' 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 audit to obtain reasonable assurance about whether the financial statements are free from 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 North Cascades Institute as of December 31, 2017 and 2016, 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.

Jones & Associates PLLC, CPAs

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May 9, 2018

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NORTH CASCADES INSTITUTE
STATEMENTS OF FINANCIAL POSITION
DECEMBER 31, 2017 AND 2016

	2017	2016
ASSETS		
Cash and cash equivalents	\$ 416,780	\$ 257,757
Short-term investments	247,083	246,758
Accounts receivable	62,541	70,649
Contributions and grants receivable	24,550	24,617
Inventory and other	140,895	139,666
Total current assets	891,849	739,447
Long-term investments	5,901,286	5,047,290
Contributions and grants receivable, long-term	219,600	28,900
Property and equipment, net	567,531	433,217
	\$ 7,580,266	\$ 6,248,854
 LIABILITIES AND NET ASSETS		
LIABILITIES		
Accounts payable	\$ 35,133	\$ 30,660
Accrued expenses	121,091	76,257
Deferred revenue and other	33,249	31,803
Line of credit	477,115	317,115
Total current liabilities	666,588	455,835
 NET ASSETS		
Unrestricted		
Undesignated	1,615,607	1,065,698
Board designated - operating reserve	1,900,000	1,800,000
Board designated - endowment (conservation education)	2,482,752	2,202,912
	5,998,359	5,068,610
Temporarily restricted	519,958	358,548
Permanently restricted endowment	395,361	365,861
	6,913,678	5,793,019
	\$ 7,580,266	\$ 6,248,854

**NORTH CASCADES INSTITUTE
STATEMENT OF ACTIVITIES
YEAR ENDED DECEMBER 31, 2017**

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
SUPPORT AND REVENUE				
Contracts, tuition and fees, net	\$ 1,569,795	\$ -	\$ -	\$ 1,569,795
Government grants	327,453	-	-	327,453
Contributions	157,618	224,353	29,500	411,471
In-kind contributions	236,191	-	-	236,191
NCELC Fund contribution	-	325,000	-	325,000
Foundation grants	-	508,702	-	508,702
Investment return	760,340	58,170	-	818,510
Bookstores, net	234,930	-	-	234,930
Rental income	28,718	-	-	28,718
Other income	4,331	-	-	4,331
	<u>3,319,376</u>	<u>1,116,225</u>	<u>29,500</u>	<u>4,465,101</u>
Net assets released from restriction				
Program restrictions	939,638	(939,638)	-	-
Time restrictions	15,177	(15,177)	-	-
	<u>954,815</u>	<u>(954,815)</u>	<u>-</u>	<u>-</u>
 Total support and revenue	 <u>4,274,191</u>	 <u>161,410</u>	 <u>29,500</u>	 <u>4,465,101</u>
EXPENSES				
Programs	2,851,747	-	-	2,851,747
Management and general	217,784	-	-	217,784
Fundraising	274,911	-	-	274,911
Total expenses	<u>3,344,442</u>	<u>-</u>	<u>-</u>	<u>3,344,442</u>
 CHANGE IN NET ASSETS	 929,749	 161,410	 29,500	 1,120,659
NET ASSETS				
Beginning of the year	<u>5,068,610</u>	<u>358,548</u>	<u>365,861</u>	<u>5,793,019</u>
End of the year	<u>\$ 5,998,359</u>	<u>\$ 519,958</u>	<u>\$ 395,361</u>	<u>\$ 6,913,678</u>

**NORTH CASCADES INSTITUTE
STATEMENT OF ACTIVITIES
YEAR ENDED DECEMBER 31, 2016**

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
SUPPORT AND REVENUE				
Contracts, tuition and fees, net	\$ 1,656,954	\$ -	\$ -	\$ 1,656,954
Government grants	278,357	-	-	278,357
Contributions	173,879	161,975	61,115	396,969
In-kind contributions	253,631	-	-	253,631
NCELC Fund contribution	-	325,000	-	325,000
Foundation grants	-	318,784	-	318,784
Investment return	301,070	20,850	-	321,920
Bookstores, net	193,836	-	-	193,836
Rental income	25,773	-	-	25,773
	<u>2,883,500</u>	<u>826,609</u>	<u>61,115</u>	<u>3,771,224</u>
Net assets released from restriction				
Program restrictions	684,939	(684,939)	-	-
Time restrictions	44,768	(44,768)	-	-
	<u>729,707</u>	<u>(729,707)</u>	<u>-</u>	<u>-</u>
 Total support and revenue	 <u>3,613,207</u>	 <u>96,902</u>	 <u>61,115</u>	 <u>3,771,224</u>
EXPENSES				
Programs	2,769,538	-	-	2,769,538
Management and general	220,808	-	-	220,808
Fundraising	262,577	-	-	262,577
Total expenses	<u>3,252,923</u>	<u>-</u>	<u>-</u>	<u>3,252,923</u>
 CHANGE IN NET ASSETS	 360,284	 96,902	 61,115	 518,301
NET ASSETS				
Beginning of the year	<u>4,708,326</u>	<u>261,646</u>	<u>304,746</u>	<u>5,274,718</u>
End of the year	<u>\$ 5,068,610</u>	<u>\$ 358,548</u>	<u>\$ 365,861</u>	<u>\$ 5,793,019</u>

**NORTH CASCADES INSTITUTE
STATEMENT OF FUNCTIONAL EXPENSES
YEAR ENDED DECEMBER 31, 2017**

	Programs	Support Services		Total
		Management and General	Fund-raising	
Wages, taxes and benefits	\$ 1,875,157	\$ 172,327	\$ 238,997	\$ 2,286,481
Supplies and materials	254,359	433	2,619	257,411
In-kind personnel, facilities and goods	228,705	7,486	-	236,191
Office and occupancy	179,098	3,325	8,534	190,957
Depreciation and amortization	69,545	3,477	-	73,022
Professional services	47,076	22,745	1,238	71,059
Marketing and development	47,891	1,921	13,099	62,911
Vehicles	39,656	1,762	2,644	44,062
Travel	32,902	-	6,146	39,048
Credit card fees	31,956	-	103	32,059
Communications	21,452	632	1,531	23,615
Insurance	13,384	3,676	-	17,060
Interest	10,566	-	-	10,566
	<u>\$ 2,851,747</u>	<u>\$ 217,784</u>	<u>\$ 274,911</u>	<u>\$ 3,344,442</u>

**NORTH CASCADES INSTITUTE
STATEMENT OF FUNCTIONAL EXPENSES
YEAR ENDED DECEMBER 31, 2016**

	Programs	Support Services		Total
		Management and General	Fund-raising	
Wages, taxes and benefits	\$ 1,745,599	\$ 171,074	\$ 213,973	\$ 2,130,646
Supplies and materials	260,257	112	3,289	263,658
In-kind personnel, facilities and goods	247,283	6,016	332	253,631
Office and occupancy	194,567	3,885	9,459	207,911
Depreciation and amortization	64,724	3,407	-	68,131
Professional services	48,127	21,601	1,517	71,245
Marketing and development	56,105	7,233	21,803	85,141
Vehicles	47,740	2,581	1,290	51,611
Travel	32,606	222	9,426	42,254
Credit card fees	34,906	-	102	35,008
Communications	18,284	1,035	1,386	20,705
Insurance	12,838	3,642	-	16,480
Interest	6,502	-	-	6,502
	<u>\$ 2,769,538</u>	<u>\$ 220,808</u>	<u>\$ 262,577</u>	<u>\$ 3,252,923</u>

NORTH CASCADES INSTITUTE
STATEMENTS OF CASH FLOWS
YEARS ENDED DECEMBER 31, 2017 AND 2016

	2017	2016
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from contracts, tuition, fees and other	\$ 1,847,328	\$ 1,827,088
Cash received from contributions and grants	1,334,533	1,298,366
Cash received from investment income	297,750	138,461
Cash paid to employees and suppliers	(2,987,151)	(2,996,608)
	492,460	267,307
 CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of investments	(752,820)	(676,791)
Proceeds from sales of investments	419,259	208,751
Purchase of property and equipment	(207,336)	(73,447)
	(540,897)	(541,487)
 CASH FLOWS FROM FINANCING ACTIVITIES		
Advances on line of credit	160,000	-
Cash received for endowment	47,460	29,155
	207,460	29,155
 NET CHANGE IN CASH AND CASH EQUIVALENTS	159,023	(245,025)
 CASH AND CASH EQUIVALENTS		
Beginning of the year	257,757	502,782
End of the year	\$ 416,780	\$ 257,757

**NORTH CASCADES INSTITUTE
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 AND 2016**

Note 1 – Nature of Activities and Summary of Significant Accounting Policies

Nature of Activities – North Cascades Institute (the Institute) is a not-for-profit organization operating in the North Cascades region of northwest Washington State. The Institute was founded in 1986 to provide education about the natural history and culture of the Pacific Northwest. The Institute’s mission is to inspire and empower environmental stewardship for all through transformative experiences in nature. Institute programs serve people of all ages and include:

North Cascades Environmental Learning Center (the Environmental Learning Center or the Learning Center) is a hub of discovery for all ages in one of the wildest, most biologically diverse landscapes in North America. The Learning Center, which opened in 2005, is situated on Diablo Lake in North Cascades National Park. The Learning Center includes a natural history library, aquatic and terrestrial classrooms, dining hall, amphitheater, overnight accommodations for 92 participants and 14 staff, outdoor learning rooms and access to trails. In 2008, the Learning Center was awarded LEED® Silver certification by the U.S. Green Building Council for high levels of achievement in sustainability and integration with natural systems.

Youth and School Programs:

- **School Programs** provide K-12 students and their teachers opportunities to participate in outdoor learning experiences that enhance classroom based learning and connect students to place and community. Mountain School is a nationally recognized residential environmental education program offered at the North Cascades Environmental Learning Center in cooperation with North Cascades National Park. Through hands-on study of the North Cascades ecosystem, students develop skills in observation and inquiry while sharing an experience in the spectacular North Cascades ecosystem as an interdependent community. Mt. Baker Snow School combines in-class learning with a one day outdoor winter learning adventure that combines applied science education with snow shoe-powered exploration. Students and their teachers engage in research and hands-on learning around the themes of weather, watersheds, and climate.
- **Youth Leadership Adventures** provide a range of summer outdoor learning experiences for youth ages 14-18 in partnership with North Cascades National Park and Mt. Baker-Snoqualmie National Forest. Scholarships are offered and awarded to ensure program participants reflect the diversity of northwest communities. The program also includes a Youth Leadership Summit held in Seattle in November.

Adult and Family Education:

- **Adult and Family Programs** take place at the Learning Center and throughout the region bringing together interested learners with talented naturalists, scientists, writers and artists to experience and explore the natural and cultural history of the Pacific Northwest. Family groups gather at the Learning Center to build bonds and create lasting memories through shared adventures on the lake and trails, games, arts and crafts, storytelling and scientific explorations.

**NORTH CASCADES INSTITUTE
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 AND 2016**

Note 1 – Nature of Activities and Summary of Significant Accounting Policies (continued)

Adult and Family Education (continued):

- **Conferences and Retreats** take place throughout the year at the Learning Center and include trainings and special events. Participants work with Institute staff to tailor learning experiences to meet the needs of their group. Each group receives guided naturalist opportunities and participates in learning about the Institute's foodshed program. The Institute's foodshed program educates the public about food systems and the environmental and health benefits of eating locally sourced food.
- **Community and Neighborhood** programs involve a broad variety of groups, ages, partnering organizations and program types. Education activities are integrated into all programs to augment the projects and engage the participants. Projects range from invasive plant removal, trail maintenance, seed collection, monitoring/inventories of flora and fauna, and habitat restoration and cleanup. Programs include: Concrete Summer Learning Adventure in Concrete, WA, Kulshan Creek Neighborhood Youth Program in Mount Vernon, WA and Youth Ambassadors in Concrete, WA and Mount Vernon, WA.
- **Skagit Tours** are interpretive tours of the Upper Skagit Valley offered by boat, bus, and on foot in partnership with Seattle City Light and North Cascades National Park.
- **Bookstores** provide visitor services through retail sales at six National Park bookstores, along with naturalist activities. The bookstores offer products that help educate visitors and inspire them to experience, enjoy, interpret, share and remember their experience in the North Cascades. Revenue supports youth education programs.
- **The M.Ed. Graduate Program** is offered in collaboration with Huxley College of the Environment (Western Washington University) and includes a year-long professional residency at the North Cascades Environmental Learning Center. Graduate students learn, teach, study and work in all aspects of the Institute and its programs. Students earn certificates in Nonprofit Leadership and Administration and Northwest Natural History while adding valuable work skills and experience to their graduate degree.

Basis of Accounting and Presentation – The financial statements of the Institute have been prepared on the accrual basis of accounting and report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets and permanently restricted net assets.

Cash and Cash Equivalents – For purposes of the statements of cash flows, the Institute considers all checking accounts and unrestricted highly liquid investments with an initial maturity of three months or less to be cash and cash equivalents. Deposits with a single financial institution occasionally exceed federally insured limits, which subject the Institute to a concentration of deposit risk. The Institute has not experienced losses due to this concentration.

**NORTH CASCADES INSTITUTE
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 AND 2016**

Note 1 – Nature of Activities and Summary of Significant Accounting Policies (continued)

Accounts Receivable – Accounts receivable consist of amounts due from contracts, tuition and fees earned. All balances are unsecured and expected to be collected within the next fiscal year. No allowance for uncollectible balances has been established by management based upon the Institute’s historical experience in the collection of balances due.

Contributions and Grants Receivable – Contributions and grants receivable are recognized in the period the pledge is received and consist of outstanding promises to give from a variety of individuals and foundations. Unconditional promises to give that are expected to be collected within one year are recorded at net realizable value. Unconditional promises to give that are expected to be collected in more than one year are initially recorded at fair value, which is measured at the present value of their future cash flows. No allowance for uncollectible balances has been established by management based upon the Institute’s historical experience in the collection of balances due.

Inventory and Other – Inventory consists primarily of the costs relating to books and other retail items and is stated at the lower of cost or market. Cost is determined using average cost basis, which approximates the first-in, first-out method. Other items include prepaid expenses for medical and business insurance.

Investments – The Institute carries investments with readily determinable fair values at their fair values in the statements of financial position. Unrealized gains and losses are included in the change in net assets in the accompanying statements of activities.

Fair Value Measurements – Fair value is defined as the price received to sell an asset or paid to transfer a liability in an orderly transaction between market participants. Accounting standards establish a hierarchy for measuring fair value that gives the highest priority to unadjusted quoted prices in active markets (Level 1) and the lowest priority to unobservable inputs (Level 3). The three levels of the fair value hierarchy are as follows:

- Level 1 Unadjusted quoted prices for identical assets or liabilities in active markets.
- Level 2 Quoted prices for similar assets or liabilities in active markets, quoted prices for identical assets or liabilities in inactive markets, or other inputs that can be corroborated by observable market data.
- Level 3 Inputs that are not observable that reflect management’s assumptions and estimates.

Fair value measurements apply to the Institute investments in government backed securities, corporate bonds, bond mutual funds, and equity mutual funds, which are classified within level 1 of the fair value hierarchy.

Property and Equipment – Purchased property and equipment with a cost of over \$1,000 and a useful life greater than one year are carried at cost. Donated property and equipment are carried at the approximate fair value at the date of donation. Depreciation is computed using the straight-line method over a period of three to 15 years.

**NORTH CASCADES INSTITUTE
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 AND 2016**

Note 1 – Nature of Activities and Summary of Significant Accounting Policies (continued)

Revenue Recognition – Contributions and foundation grants are recorded as increases in unrestricted or temporarily restricted net assets, depending on the existence and/or nature of any donor restrictions. When a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restriction.

Contracts, tuition and fees revenues are recognized in the period in which the related educational instruction is performed. Accordingly, fees received for future instruction are deferred until the instruction commences.

Revenues from government grants are recognized when the qualified expense is incurred and are subject to audit and retroactive adjustment made by the funding agencies. The adjustments would be recorded at the time that such amounts can first be reasonably determined, normally upon notification by the government agency. There were no government audits or adjustments during the years ended December 31, 2017 and 2016.

The Institute recognizes revenue for sales of goods at the bookstores when products are sold at the point of sale.

Donated Goods – Donations of goods include materials, equipment and advertising and are recorded as revenue and corresponding expense at the estimated fair value at the date of donation.

Donated Facilities – Donated facilities include support from North Cascades National Park (water and septic) and Seattle City Light (electricity), as well as campsites and services such as boat transportation, and are recorded as revenue and corresponding expense.

Donated Services – Donated services are recognized as revenue and corresponding expense when (a) the services received create or enhance nonfinancial assets or (b) require specialized skills, are performed by people with those skills, and would otherwise be purchased by the Institute.

Volunteers also provide valuable services throughout the years that are not recognized as contributions in the financial statements since the recognition criteria were not met.

Expense Allocation – The costs of providing various programs and other activities have been summarized on a functional basis in the statements of functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

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.

**NORTH CASCADES INSTITUTE
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 AND 2016**

Note 1 – Nature of Activities and Summary of Significant Accounting Policies (continued)

Income Tax Status – The Institute is exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code. The Institute qualifies for the charitable contribution deduction under Section 170(b)(1)(A)(ii) and has been classified as an organization other than a private foundation under Section 509(a)(1).

Subsequent Events – Subsequent events were evaluated through May 9, 2018, which is the date the financial statements were available to be evaluated.

Note 2 – Cash Flow Information

The following reconciles the change in net assets to net cash provided by operating activities for the years ended December 31:

	2017	2016
Change in net assets	\$ 1,120,659	\$ 518,301
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation and amortization	73,022	68,131
Unrealized gain on investments	(520,760)	(183,459)
Contributions restricted for endowment	(29,500)	(61,115)
Change in:		
Accounts receivable	8,108	(44,723)
Contributions and grants receivable	(208,593)	40,371
Inventory and other	(1,229)	(28,274)
Accounts payable	4,473	(42,452)
Accrued expenses	44,834	5,279
Deferred revenue and other	1,446	(4,752)
	\$ 492,460	\$ 267,307

**NORTH CASCADES INSTITUTE
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 AND 2016**

Note 3 – Investments

The Institute's investments consist of the following at December 31:

	<u>2017</u>	<u>2016</u>
Cash equivalents and money market funds	\$ 357,153	\$ 408,841
Government backed securities	167,610	169,053
Corporate bonds	84,715	55,687
Bond mutual funds	1,471,930	1,129,729
Equity mutual funds	4,066,961	3,530,738
	<u>\$ 6,148,369</u>	<u>\$ 5,294,048</u>

Investment return consists of the following for the years ended December 31:

	<u>2017</u>	<u>2016</u>
Interest and dividends	\$ 95,451	\$ 85,034
Realized gain	251,087	97,058
Unrealized gain	520,760	183,459
Investment fees	(48,788)	(43,631)
	<u>\$ 818,510</u>	<u>\$ 321,920</u>

Note 4 – Contributions and Grants Receivable

The Institute raises funds to support its programs and operations. Some of its funding is in the form of multiple year pledges. Contributions and grants receivable include the following at December 31:

	<u>2017</u>	<u>2016</u>
General pledges receivable due in less than a year	\$ 14,550	\$ 4,657
Endowment pledges receivable due in less than one year	10,000	19,960
General pledges receivable due in one to five years	199,600	900
Endowment pledges receivable due in one to five years	20,000	28,000
	<u>\$ 244,150</u>	<u>\$ 53,517</u>

Endowment pledges receivable due in less than one year are required by the donor to be invested for long-term purposes when received, and therefore are included in long-term receivables on the statement of financial position.

**NORTH CASCADES INSTITUTE
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 AND 2016**

Note 5 – Property and Equipment

Property and equipment consists of the following at December 31:

	2017	2016
Buildings	\$ 381,598	\$ 272,326
Equipment	426,544	393,432
Program equipment	81,739	78,487
Furniture	210,298	210,298
Vehicles	166,788	166,788
Leasehold improvements	133,989	133,989
	<u>1,400,956</u>	<u>1,255,320</u>
Less: accumulated depreciation and amortization	<u>(971,232)</u>	<u>(898,210)</u>
	429,724	357,110
Land	137,807	76,107
	<u>\$ 567,531</u>	<u>\$ 433,217</u>

Note 6 – Line of Credit

The Institute maintains a line of credit with a bank with a maximum borrowing amount of \$2,000,000. The line of credit is due on demand, and bears interest at the greater of a defined adjusted LIBOR rate, or 2%, resulting in a rate of 2.86% and 2.12% at December 31, 2017 and 2016, respectively. The line of credit is secured by all cash, investments and property of the Institute.

Note 7 – Board Designated Operating Reserve

The Board of Directors has designated approximately six months of the annual budget as an operating reserve.

Note 8 – Temporarily Restricted Net Assets

Donor temporarily restricted net assets are included in cash and cash equivalents, investments and receivables and are available for the following purposes at December 31:

	2017	2016
Graduate and staff housing	\$ 209,000	\$ -
Youth and school programs	213,849	293,236
Unappropriated endowment investment return	69,976	26,805
Environmental Learning Center	23,733	33,030
Pledges to be used over future periods	3,400	5,477
	<u>\$ 519,958</u>	<u>\$ 358,548</u>

**NORTH CASCADES INSTITUTE
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 AND 2016**

Note 9 – Endowment

Nature of Endowments and Applicable Laws – Permanently restricted net assets consist of an endowment with donor restrictions in which the investment return is to be used for general operations and scholarships. Additionally, the Board of Directors designated unrestricted net assets to supplement the endowment. Since the Board designated amount resulted from an internal designation and is not donor-restricted, it is classified and reported within unrestricted net assets. The endowment funds are included in long-term investments on the statement of financial position.

The Board of Directors of the Institute has interpreted the Uniform Prudent Management of Institutional Funds Act (UPMIFA) as requiring the preservation of the fair value of the original gift as of the gift date of the donor-restricted endowment funds absent explicit donor stipulations to the contrary. As a result of this interpretation, the Institute classifies as permanently restricted net assets (a) the original value of gifts donated to the permanent endowment, (b) the original value of subsequent gifts to the permanent endowment, and (c) accumulations to the permanent 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 permanently restricted net assets is classified as temporarily restricted net assets until those amounts are appropriated for expenditure by the Institute in a manner consistent with the standard of prudence prescribed by UPMIFA. In accordance with UPMIFA, the Institute considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds: (1) the duration and preservation of the various funds, (2) the purposes of the donor-restricted endowment funds, (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 Institute, and (7) the Institute's investment policies.

Investment and Spending Policies – The Institute has adopted an investment policy for assets held in its endowment funds. The goal of the policy is to realize an after-cost real rate of return that provides a steady stream of funding for programs while maintaining or increasing the purchasing power of investments over the long-term.

Under the Institute's spending policy, the amount available for spending each year (the spending allocation) is equal to 4% of the average market value of investments over the trailing 36 months. In the event the spending allocation is not fully expended in any fiscal year, it remains available for spending in future years.

Funds with Deficiencies – From time to time, the fair value of assets associated with individual endowment funds may fall below the total amount of the gifts made to the endowment by the donor. There were no endowment funds with deficiencies as of December 31, 2017 and 2016.

**NORTH CASCADES INSTITUTE
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 AND 2016**

Note 9 – Endowment (continued)

Endowment net assets composition by type of fund as of December 31, 2017 is as follows:

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
Donor Restricted Endowment Funds				
North Cascades Conservation Council Founders Fund	\$ -	\$ 9,577	\$ 40,000	\$ 49,577
Youth Leadership Fund (Ginny Darvill)	-	36,518	170,000	206,518
John Miles Graduate Fund	-	2,505	21,561	24,066
Darby Foundation Scholarship Fund	-	10,605	80,000	90,605
Weisberg Family Fund (youth and graduate scholarships)	-	4,179	33,800	37,979
Cook & Sullivan Fund (youth and graduates)	-	3,296	25,000	28,296
Gary Peterson Memorial Fund for Youth Leadership	-	3,296	25,000	28,296
Board Designated Endowment Funds				
Conservation Education Fund	1,865,854	-	-	1,865,854
Nugent Family Fund	597,073	-	-	597,073
John Miles Graduate Fund	19,825	-	-	19,825
	<u>\$2,482,752</u>	<u>\$ 69,976</u>	<u>\$ 395,361</u>	<u>\$2,948,089</u>

**NORTH CASCADES INSTITUTE
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 AND 2016**

Note 9 – Endowment (continued)

Endowment net assets composition by type of fund as of December 31, 2016 is as follows:

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
Donor Restricted Endowment Funds				
North Cascades Conservation Council Founders Fund	\$ -	\$ 5,210	\$ 40,000	\$ 45,210
Youth Leadership Fund (Ginny Darvill)	-	18,327	170,000	188,327
John Miles Graduate Fund	-	399	20,561	20,960
Darby Foundation Scholarship Fund	-	1,783	55,000	56,783
Weisberg Family Fund (youth and graduate scholarships)	-	590	30,300	30,890
Cook & Sullivan Fund (youth and graduates)	-	248	25,000	25,248
Gary Peterson Memorial Fund for Youth Leadership	-	248	25,000	25,248
Board Designated Endowment Funds				
Conservation Education Fund	1,638,582	-	-	1,638,582
Nugent Family Fund	546,194	-	-	546,194
John Miles Graduate Fund	18,136	-	-	18,136
	<u>\$2,202,912</u>	<u>\$ 26,805</u>	<u>\$ 365,861</u>	<u>\$2,595,578</u>

**NORTH CASCADES INSTITUTE
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 AND 2016**

Note 9 – Endowment (continued)

Changes in endowment net assets as of December 31, 2017 and 2016 are as follows:

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Endowment net assets, 12/31/2015	\$ 2,070,936	\$ 18,524	\$ 304,746	\$ 2,394,206
Contributions	-	-	61,115	61,115
Investment income, net of fees	56,828	9,229	-	66,057
Net realized and unrealized losses	75,904	11,621	-	87,525
Amounts appropriated for expenditure	(756)	(12,569)	-	(13,325)
Endowment net assets, 12/31/2016	2,202,912	26,805	365,861	2,595,578
Contributions	-	-	29,500	29,500
Investment income, net of fees	111,148	21,161	-	132,309
Net realized and unrealized losses	194,396	37,009	-	231,405
Amounts appropriated for expenditure	(25,704)	(14,999)	-	(40,703)
Endowment net assets, 12/31/2017	<u>\$ 2,482,752</u>	<u>\$ 69,976</u>	<u>\$ 395,361</u>	<u>\$ 2,948,089</u>

Note 10 – Environmental Learning Center

In April 1991, the Institute entered into a partnership (Memorandum of Agreement, FERC Settlement Agreements, Skagit River Hydroelectric Project 553) with the National Park Service (North Cascades National Park Service Complex), the City of Seattle (Seattle City Light) and North Cascades Conservation Council) to develop and operate the Environmental Learning Center. This residential education facility is located on Diablo Lake within the Ross Lake National Recreation Area. The Environmental Learning Center is the result of the license approved in 1995 by the Federal Energy Regulatory Commission that includes environmental education as one element of mitigation for the Skagit Hydroelectric Project. Seattle City Light was required to provide mitigation for the licensing of the three Seattle City Light dams on the Skagit River.

**NORTH CASCADES INSTITUTE
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 AND 2016**

Note 11 – NCELC Fund

During 2005, Seattle City Light transferred \$4,812,954 to the North Cascades Environmental Learning Center Fund (NCELC Fund or the Fund), a donor advised fund held by the Seattle Foundation (the Foundation) to be used for general operating support, including programs and maintenance at the Center over the next 20 years. The funds held in the investment pool are managed by the Foundation. The Foundation exercises variance power on the funds it holds. Therefore, the endowment asset is not recognized on the Institute’s financial statements. The Foundation was established in 1946 and since its formation has managed funds for many not-for-profit organizations in the Puget Sound area. Realized and unrealized gains/losses from securities in the investment pool are allocated to the individual accounts based on the relationship of the fair value of each account to the total fair value of the pooled investment accounts, as adjusted for additions to/deductions from those accounts. The Foundation’s assets are principally in trusts from which income is distributed to the participating organizations. The Fund’s Oversight Committee, composed of representatives from the Institute, the National Park Service and Seattle City Light, makes an annual recommendation to the Foundation for the distribution of funds to the Institute. The Institute received \$325,000 and \$325,000 from the Fund during the years ended December 31, 2017 and 2016, respectively. The balance of the Fund as of December 31, 2017 and 2016 is \$1,876,902 and \$1,920,688, respectively.

Note 12 – Donated Services and Facilities

Donated materials, services and facilities consist of the following for the years ended December 31:

	2017	2016
Youth and School Programs	\$ 103,126	\$ 126,165
Environmental Learning Center operations	68,379	68,653
Adult and Family Education	53,947	49,398
Graduate Program	10,739	7,935
Advertising	-	1,480
	\$ 236,191	\$ 253,631
Donated services	\$ 153,026	\$ 174,659
Donated facilities and equipment usage	69,524	63,913
Donated goods	13,641	15,059
	\$ 236,191	\$ 253,631

**NORTH CASCADES INSTITUTE
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 AND 2016**

Note 13 – Revenues and Related Costs

Certain revenues are shown in the statement of activities net of costs that directly relate to each source of revenue. The net revenues are as follows for the years ended December 31:

	<u>2017</u>	<u>2016</u>
Gross contracts, tuition and fees	\$ 2,388,993	\$ 2,438,602
Less: cost of scholarships and discounts	<u>(819,198)</u>	<u>(781,648)</u>
	<u>\$ 1,569,795</u>	<u>\$ 1,656,954</u>
Gross bookstores sales	\$ 578,857	\$ 481,359
Less: cost of goods sold	<u>(343,927)</u>	<u>(287,523)</u>
	<u>\$ 234,930</u>	<u>\$ 193,836</u>

Note 14 – Operating Lease

The Institute leases office and storage space from the North Cascades National Park Service under an annual operating lease. The facilities are located within the complex occupied by North Cascades National Park Headquarters and the Mt. Baker-Snoqualmie National Forest, USDA-Forest Service. Lease payments are based on square footage of space used and include costs of utilities. Total lease costs for the years ended December 31, 2017 and 2016 were \$54,974 and \$54,962, respectively.

Note 15 – Pension Plan

The Institute sponsors a defined contribution 403(b) retirement plan (the Plan) for all regular employees. Eligibility begins after one year of continuous employment. Employer plan contributions are 3% of annual earnings, plus an additional 4% match of employee contributions, resulting in a maximum employer contribution of 7%. Employees hired prior to August 1, 2013 are fully vested at time of eligibility. Employees hired on or after August 1, 2013 will be 1/3 vested at the beginning of their third year of employment, 2/3 vested at the beginning of their fourth year, and 100% vested at the beginning of their fifth year of employment. Total contributions to the Plan during the years ended December 31, 2017 and 2016 were \$76,683 and \$76,447, respectively.

**NORTH CASCADES INSTITUTE
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 AND 2016**

Note 16 – Program Expenses

Program expenses are attributable to the following programs for the years ended December 31:

	<u>2017</u>	<u>2016</u>
Environmental Learning Center	\$ 408,240	\$ 294,047
Youth and School Programs		
Mountain School	721,370	820,777
Youth Leadership Adventures	343,888	275,171
Adult and Family Education		
Adult and Family Programs	319,405	328,280
Conferences and Retreats	255,873	266,088
Community and Neighborhood	38,960	27,562
Skagit Tours	200,491	164,857
Bookstores	167,554	153,750
M.Ed. Graduate Program	404,481	439,006
	<u>\$ 2,860,262</u>	<u>\$ 2,769,538</u>

Note 17 – Cooperative Agreements

The Institute operates under a renewable five-year *Cooperative Agreement* with the National Park Service. The current agreement is effective until December 31, 2018. This agreement provides the basis of the Institute's operations within the North Cascades National Park (the Park). The Institute also operates six bookstores (retail/outreach) in the Park under a five-year *Cooperating Association Agreement*. Additionally, the Institute has signed a series of participating agreements with the Mt. Baker-Snoqualmie National Forest, which provides the basis of the Institute's operations within the National Forest.