

**FORT ATKINSON COMMUNITY FOUNDATION**

**FINANCIAL REPORT**

**JUNE 30, 2018 and 2017**

## **C O N T E N T S**

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## **Independent Auditor's Report**

To the Board of Directors  
Fort Atkinson Community Foundation  
Fort Atkinson, Wisconsin

We have audited the accompanying financial statements of Fort Atkinson Community Foundation (a nonprofit organization), which comprise the statements of financial position as of June 30, 2018 and 2017, and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements.

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

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

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the 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 Fort Atkinson Community Foundation as of June 30, 2018 and 2017, 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.

## **Prior Period Financial Statements**

The financial statements as of June 30, 2017, were audited by Winter, Kloman, Moter & Repp, SC who was acquired by Schenck SC as of July 1, 2018, and whose report dated October 23, 2017 expressed an unmodified opinion on those statements.

*Schenck SC*

November 20, 2018  
Brookfield, WI

**FORT ATKINSON COMMUNITY FOUNDATION**

**STATEMENTS OF FINANCIAL POSITION**  
**June 30, 2018 and 2017**

	2018	2017
<b><u>ASSETS</u></b>		
Cash and cash equivalents	\$ 1,005,811	\$ 1,199,458
Investments at fair value	24,983,662	23,902,048
Contributions receivable	<u>1,250,231</u>	<u>147,000</u>
Total assets	<u>\$27,239,704</u>	<u>\$25,248,506</u>
<b><u>LIABILITIES AND NET ASSETS</u></b>		
<b>LIABILITIES</b>		
Grants payable	\$ 155,663	\$ 74,600
Scholarships payable	<u>589,715</u>	<u>515,436</u>
Total liabilities	<u>745,378</u>	<u>590,036</u>
<b>NET ASSETS</b>		
Unrestricted net assets	4,566,700	4,422,071
Temporarily restricted net assets	<u>21,927,626</u>	<u>20,236,399</u>
Total net assets	<u>26,494,326</u>	<u>24,658,470</u>
Total liabilities and net assets	<u>\$27,239,704</u>	<u>\$25,248,506</u>

The Notes to Financial Statements are an integral part of these statements.

**FORT ATKINSON COMMUNITY FOUNDATION**

**STATEMENTS OF ACTIVITIES  
For the Years Ended June 30, 2018 and 2017**

	2018	2017
<b><u>UNRESTRICTED NET ASSETS</u></b>		
<b><u>REVENUE</u></b>		
Contributions	\$ 68,918	\$ 30,791
Net investment income	<u>188,968</u>	<u>444,707</u>
	257,886	475,498
Net assets released from restrictions	<u>800,992</u>	<u>622,948</u>
Total revenue	<u>1,058,878</u>	<u>1,098,446</u>
<b><u>EXPENSES</u></b>		
Grants	460,475	254,605
Scholarships	349,935	291,245
General and administrative	<u>103,839</u>	<u>93,233</u>
Total expenses	<u>914,249</u>	<u>639,083</u>
Change in unrestricted net assets	<u>144,629</u>	<u>459,363</u>
<b><u>TEMPORARILY RESTRICTED NET ASSETS</u></b>		
Contributions:		
Public	423,773	584,972
Fort Atkinson School District	1,161,030	0
Net investment income	907,416	2,005,911
Net assets released from restrictions	<u>(800,992)</u>	<u>(622,948)</u>
Change in temporarily restricted assets	<u>1,691,227</u>	<u>1,967,935</u>
Change in net assets	1,835,856	2,427,298
<b><u>NET ASSETS</u></b>		
Beginning of year	<u>24,658,470</u>	<u>22,231,172</u>
End of year	<u>\$26,494,326</u>	<u>\$24,658,470</u>

The Notes to Financial Statements are an integral part of these statements.

**FORT ATKINSON COMMUNITY FOUNDATION**

**STATEMENTS OF CASH FLOWS  
For the Years Ended June 30, 2018 and 2017**

	2018	2017
<b><u>CASH FLOWS FROM OPERATING ACTIVITIES</u></b>		
Change in net assets	\$ 1,835,856	\$ 2,427,298
<b>Adjustments to reconcile change in net assets to net cash flows from operating activities:</b>		
Net (gains) losses on investments	(711,410)	(2,167,127)
<b>(Increase) decrease in:</b>		
Pledges receivable	(1,103,231)	(1,500)
<b>Increase (decrease) in:</b>		
Grants and scholarships payable	<u>155,342</u>	<u>64,710</u>
Net cash flows from operating activities	<u>176,557</u>	<u>323,381</u>
<b><u>CASH FLOWS FROM INVESTING ACTIVITIES</u></b>		
Proceeds from sales of investments	21,834,125	12,008,204
Purchases of investments	<u>(22,204,329)</u>	<u>(11,976,644)</u>
Net cash flows from investing activities	<u>(370,204)</u>	<u>31,560</u>
Net change in cash and cash equivalents	(193,647)	354,941
<b><u>CASH AND CASH EQUIVALENTS</u></b>		
Beginning of year	<u>1,199,458</u>	<u>844,517</u>
End of year	<u>\$ 1,005,811</u>	<u>\$ 1,199,458</u>

The Notes to Financial Statements are an integral part of these statements.

# FORT ATKINSON COMMUNITY FOUNDATION

## NOTES TO FINANCIAL STATEMENTS

### Note 1. Summary of Significant Accounting Policies

#### **Nature of operations:**

The purpose of Fort Atkinson Community Foundation (the Foundation), a not-for-profit organization, is to receive and accept property exclusively for educational, cultural, charitable or benevolent purposes for the benefit and improvement of residents of the Fort Atkinson, Wisconsin, metropolitan area in such a way that the quality of life in the area shall be enhanced. Distributions may be made occasionally to qualified organizations located or operating outside of the Fort Atkinson metropolitan area provided that the Board determines there will be a substantial benefit derived there for the residents of the area.

#### **Basis of accounting:**

The accompanying financial statements have been prepared on the accrual basis of accounting wherein revenue and expenses are reflected in the period earned or incurred. Grants and scholarships are recorded as expenses in the year they are approved for payment.

#### **Financial statement presentation:**

Net assets and contribution revenue are classified based on the existence or absence of donor-imposed restrictions. The Foundation reports 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.

**Unrestricted Net Assets** – Net assets that are not subject to donor-imposed restrictions as to use.

**Temporarily Restricted Net Assets** – Net assets subject to donor-imposed restrictions that will be met either by actions of the Foundation and/or the passage of time. This includes accumulated investment income. When a restriction expires (that is, 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 restrictions.

**Permanently Restricted Net Assets** – Net assets subject to donor-imposed restrictions that they be maintained permanently by the Foundation. The Foundation has no permanently restricted net assets at June 30, 2018 and 2017.

The Foundation is governed subject to its Articles of Incorporation and Bylaws and further by its adopted investment policy as well as individual gift instruments and agreements. Although the Foundation's mission is to build endowed assets, the Foundation has the ability, as stated in its Articles of Incorporation, to distribute all or any part of its net income, principal, or property, in accordance with determinations made by the Foundation's Board of Directors for the purposes set forth in its Articles of Incorporation. As a result of the ability to distribute corpus, all contributions not classified as unrestricted are classified as temporarily restricted net assets for financial statement purposes.

# FORT ATKINSON COMMUNITY FOUNDATION

## NOTES TO FINANCIAL STATEMENTS

### Note 1. Summary of Significant Accounting Policies (continued)

#### **Fund Structure:**

The Foundation maintains its fund structure in two categories of funds: Endowed Funds and Non-Endowed Funds. Endowed Funds are used for long-term funds of a more permanent nature and their assets are pooled and invested. Non-Endowed Funds are used for shorter term and/or temporary purposes and their assets are held in a short-term money market account. Approximately 98% of fund assets held at June 30, 2018 and 2017 were Endowed.

Within each category, the funds are classified according to their nature and purpose. The Foundation currently maintains six different types of funds.

**General Fund** – Many contributors to the Foundation do not establish a specific fund but contribute to the General Fund of the Foundation for the unrestricted use of the Foundation. Income from this fund is used for administrative costs and grants.

**Acorn Fund** – Gradually builds into an endowment fund and, upon maturity, is directed toward philanthropic interests.

**Designated Fund** – Established by a donor who identifies a specific charitable organization to benefit.

**Donor-Advised Fund** – Established by a donor who recommends awards for local causes they would like to support.

**Field of Interest Fund** – A donor specifies an area of interest, such as arts or recreation, leaving the Board to choose appropriate projects.

**Scholarship Funds** – Support educational opportunities for area students.

#### **Cash and cash equivalents:**

Cash equivalents consist of short-term, highly liquid investments, including certificates of deposit and Institutional Money Market Funds. Cash equivalents are valued at cost, which approximates market. The Foundation maintains cash and cash equivalents at two financial institutions. Cash deposits periodically exceed the Federal Deposit Insurance (FDIC) limit.

#### **Investments:**

Investments are held and managed by two financial institutions in south central Wisconsin. The Foundation carries investments in marketable securities with readily determinable fair values and all investments in debt securities at their fair values in the Statement of Financial Position. Realized and unrealized gains and losses are included in the change in net assets in the accompanying Statement of Activities. Gains and investment income that are limited to specific use by donor-imposed restrictions are reported as increases in temporarily restricted net assets.

# FORT ATKINSON COMMUNITY FOUNDATION

## NOTES TO FINANCIAL STATEMENTS

### Note 1. Summary of Significant Accounting Policies (continued)

#### **Investments (continued):**

Investment securities are exposed to various risks, such as interest rate, market, and credit. Due to the level of risk associated with certain investment securities and the level of uncertainty related to changes in the value of investment securities, it is at least reasonably possible that changes in the near term could materially affect the amounts reported in the accompanying financial statements.

#### **Contributions:**

The Foundation records contributions and unconditional promises to give as receivables within the appropriate net asset category based on the existence or absence of donor-imposed restrictions. The Foundation recognizes conditional promises to give when the conditions stipulated by the donor are substantially met.

Unconditional promises to give made to the Foundation are recorded in the year the promise is made. Amounts that are expected to be collected after one year have not been discounted due to the minimal terms and interest rate factors and they represent their net present value. An allowance for uncollectible promises to give is determined based on a review of outstanding pledges, historical collection information and existing economic conditions. The Foundation does not believe an allowance for uncollectible promises to give is needed as of June 30, 2018 and 2017.

#### **Income Taxes:**

The Foundation has been recognized by the Internal Revenue Service as an organization described in the Internal Revenue Service Code (IRC) 501(c)(3) as a public charity and is exempt from federal income taxes under IRC 501(a). Accordingly, the accompanying financial statements do not include any amounts for capital stock or income taxes.

#### **Use of estimates:**

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

#### **Subsequent events:**

Management evaluated subsequent events through November 20, 2018, the date the financial statements were available to be issued.

## FORT ATKINSON COMMUNITY FOUNDATION

### NOTES TO FINANCIAL STATEMENTS

#### **Note 2. Investments**

The fair value of investments as of June 30 are summarized as follows:

<u>Investment</u>	2018	2017
Fixed income	\$ 8,224,759	\$ 7,479,654
Equities	13,987,020	10,969,528
Other securities	2,771,882	5,452,865
Miscellaneous	<u>1</u>	<u>1</u>
	<u>\$24,983,662</u>	<u>\$23,902,048</u>

Net investment income consists of the following at June 30:

	2018	2017
Interest and dividends	\$ 531,683	\$ 417,073
Realized and unrealized gains (losses)	711,410	2,167,127
Less management fees	<u>(146,709)</u>	<u>(133,582)</u>
	<u>\$1,096,384</u>	<u>\$2,450,618</u>

#### **Note 3. Fair Value Measurement**

Investments are reported using a framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurements) and the lowest priority to unobservable inputs (level 3 measurements). The three levels of the fair value hierarchy are as follows:

Level 1 – Valuation is based upon quoted prices in active markets for identical investments.

Level 2 – Valuation is based upon other significant observable inputs (including quoted prices for similar investments).

Level 3 – Valuation is based upon significant unobservable inputs (including the organization's assumptions in determining the fair value of investments).

The methods described above may produce a fair value calculation that may not be indicative of net realizable value or reflective fair values. Furthermore, while the Foundation believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

The Foundation determined their investments in all securities as of June 30, 2018 and 2017 are level 1 investments. The miscellaneous investment is considered to be a level 3 investment.

# FORT ATKINSON COMMUNITY FOUNDATION

## NOTES TO FINANCIAL STATEMENTS

### Note 4. Contributions Receivable

Contributions receivable (unconditional promises to give) represent amounts due from donors for multiyear promises. Payments on the receivables are expected to be received as follows:

	2018	2017
Amounts due in:		
Less than one year	\$1,160,231	\$ 57,000
One to five years	<u>90,000</u>	<u>90,000</u>
Total contributions receivable	<u>\$1,250,231</u>	<u>\$147,000</u>

### Note 5. Grant and Scholarship Distributions

Charitable distributions are made in accordance with the stipulations of the various individual funds and as approved by the Board. Distributions authorized but unpaid at year end are reported as liabilities. Grant and scholarships payable at June 30, 2018 and 2017 totaled \$745,378 and \$590,036, respectively.

The Foundation utilizes a “total return” method to measure investment performance. Under this concept, investment objectives are established to provide the Foundation with income to meet its current needs and also preserve and enhance the real purchasing power of principal. To satisfy this long-term objective, the Foundation targets a diversified portfolio. Investment managers are guided by asset allocation guidelines and other criteria. The Foundation’s intent is to annually distribute 4.5% - 5.0% of the average of the last twelve quarters of the market value of fund assets. This criteria does not apply to Non-Endowed Funds.

### Note 6. License Agreement

The Foundation licenses a specialized software system for monitoring and reporting on its finances and grants. By agreement, the license term will expire on July 31, 2019. The monthly fee (including maintenance and support services) is \$2,000 and totaled \$24,000 for the years ended June 30, 2018 and 2017.

### Note 7. Internal Administrative Fees

The Foundation charges an internal administrative fee to the various funds held based on a variable schedule charged on the dollar value of each fund. This fee helps to cover operating expenses of the Foundation. Since these fees are internal in nature, they are eliminated on the financial statements. Total fees charged to the funds for the years ended June 30, 2018 and 2017 totaled \$86,516 and \$77,768, respectively.

## FORT ATKINSON COMMUNITY FOUNDATION

### NOTES TO FINANCIAL STATEMENTS

#### Note 8. Endowment

The Foundation follows the provisions of current authoritative guidance relating to endowments of not for profit organizations, which provides guidance on classifying net assets associated with donor-restricted endowment funds held by an organization. A key component of the guidance is a requirement to classify the portion of a donor-restricted endowment fund that is not classified as permanently restricted net assets as temporarily restricted net assets until appropriated for expenditure.

**Interpretation of Relevant Law** - The Board of the Foundation's endowment funds 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 any donor permanently restricted endowment funds absent explicit donor stipulations to the contrary. The Foundation does not hold any permanently restricted net assets. The portion of the endowment fund that is not classified as unrestricted net assets is classified as temporarily restricted net assets until those amounts are appropriated for expenditure by the Foundation in a manner consistent with the standard of prudence prescribed by UPMIFA as adopted by the State of Wisconsin.

**Fund Objectives** - The endowment funds are established to assist the Foundation in its mission as a community foundation providing grants for educational, cultural, or other charitable purposes. The endowment funds consist of individual donor restricted and unrestricted endowment funds.

**Investment Objective and Cash Flow Policy** – Generally, the temporarily restricted endowment funds' long-term objectives are, at a minimum, to maintain current real value. The assets are to be invested in a manner to generate investment returns in excess of the annual spending rate combined with inflation.

The endowment funds will make use of a total return-based spending policy, meaning that they will fund required distributions from net investment income, net realized capital gains, and from the proceeds received from the sale of investments, including principal.

**Investment Policies** - Endowment fund assets will be managed as a portfolio comprised of two major components: equity investments to maximize long-term growth of assets, and fixed income investments to generate current income, provide greater stability of periodic returns, and protect against prolonged decline of the equity markets.

The endowment funds will be invested primarily in marketable financial assets. Therefore, contributions of real estate, personal property or business entities that may from time-to-time be received, will typically be converted to financial assets in an orderly fashion.