Financial Statements and Independent Auditors' Report

June 30, 2015 and 2014

# Financial Statements June 30, 2015 and 2014

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#### INDEPENDENT AUDITORS' REPORT

To the Board of Directors of Parkinson Foundation of the National Capital Area, Inc.

We have audited the accompanying financial statements of the Parkinson Foundation of the National Capital Area, Inc. ("the Foundation"), which comprise the statements of financial position as of June 30, 2015 and 2014, 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 an audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

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

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



## **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Foundation as of June 30, 2015 and 2014, 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.

#### Other Matter

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The supplementary information included on pages 15-16 is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Vienna, Virginia January 14, 2016

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# Statements of Financial Position June 30, 2015 and 2014

	2015	 2014
Assets Cash and cash equivalents Investments Prepaid expenses Deposits Property and equipment, net	\$ 436,404 405,880 22,071 3,496 8,491	\$ 325,978 304,780 15,496 3,496 11,895
Total assets	\$ 876,342	\$ 661,645
Liabilities and Net Assets		
Liabilities Accounts payable	\$ 33,807	\$ 11,893
Deferred rent	4,536	9,760
Total liabilities	38,343	 21,653
Net Assets Unrestricted:		
Undesignated Board-designated quasi-endowment fund	370,319 416,794	 267,504 318,414
Total unrestricted Temporarily restricted	 787,113 50,886	585,918 54,074
Total net assets	837,999	639,992
Total liabilities and net assets	\$ 876,342	\$ 661,645

# Statement of Activities For the Year Ended June 30, 2015

	Unrestricted		nporarily estricted		Total
Revenue and Support				-	
Contributions	\$	337,950	\$ 32,727	\$	370,677
Walk Off Parkinson's		421,470	-		421,470
In-kind		264,418	-		264,418
Sponsorships		53,215	-		53,215
Registrations		30,300	-		30,300
Investment income		3,636	-		3,636
Released from restrictions		35,915	(35,915)		
Total revenue and support		1,146,904	(3,188)		1,143,716
Expenses					
Program services:					
Programs		766,439			766,439
Total program services		766,439	 		766,439
Supporting services:					
Management and general		89,472	-		89,472
Fundraising		89,798	 		89,798
Total supporting services		179,270			179,270
Total expenses		945,709	_		945,709
Change in Net Assets		201,195	(3,188)		198,007
Net Assets, beginning of year		585,918	54,074		639,992
Net Assets, end of year	\$	787,113	\$ 50,886	\$	837,999

# Statement of Activities For the Year Ended June 30, 2014

	Unrestricted		Temporarily Restricted		Total
Revenue and Support					
Contributions	\$	393,786	\$	20,642	\$ 414,428
Walk Off Parkinson's		343,693		-	343,693
In-kind		117,872		-	117,872
Sponsorships		37,935		-	37,935
Registrations		23,690		-	23,690
Investment income		33,371		-	33,371
Released from restrictions		20,192		(20,192)	
Total revenue and support		970,539		450	970,989
Expenses					
Program services:					
Programs		685,838			685,838
Total program services		685,838			685,838
Supporting services:					
Management and general		83,532		-	83,532
Fundraising		101,893			 101,893
Total supporting services		185,425			185,425
Total expenses		871,263		_	 871,263
Change in Net Assets		99,276		450	99,726
Net Assets, beginning of year		486,642		53,624	540,266
Net Assets, end of year	\$	585,918	\$	54,074	\$ 639,992

# Statements of Cash Flows For the Years Ended June 30, 2015 and 2014

	2015	2014		
Cash Flows from Operating Activities	-			
Change in net assets	\$ 198,007	\$	99,726	
Adjustments to reconcile change in net assets to				
net cash provided by operating activities:				
Depreciation	5,852		6,343	
Unrealized loss (gain)	4,744		(27,282)	
Change in operating assets and liabilities:				
(Increase) decrease in:				
Contributions receivable	-		30,000	
Prepaid expenses	(6,575)		5,224	
Increase (decrease) in:				
Accounts payable	21,914		(2,405)	
Deferred rent	(5,224)		5,168	
Net cash provided by operating activities	 218,718		116,774	
<b>Cash Flows from Investing Activities</b>				
Purchase of fixed assets	(2,448)		-	
Purchase of investments	(132,094)		(149,721)	
Sales of investments	 26,250			
Net cash used in investing activities	(108,292)		(149,721)	
Net Increase (Decrease) in Cash and				
Cash Equivalents	110,426		(32,947)	
Cash and Cash Equivalents, beginning of year	 325,978		358,925	
Cash and Cash Equivalents, end of year	\$ 436,404	\$	325,978	

Notes to Financial Statements June 30, 2015 and 2014

## 1. Nature of Operations

The Parkinson Foundation of the National Capital Area, Inc. ("the Foundation") is an independent, local nonprofit organization serving Maryland; Virginia; and Washington, DC. The Foundation provides programs and support for patients and caregivers to improve quality of life.

## 2. Summary of Significant Accounting Policies

### Basis of Accounting

The Foundation's financial statements are prepared on the accrual basis of accounting. Net assets are reported based on the presence or absence of donor-imposed restrictions.

### Classification of Net Assets

- *Unrestricted net assets* represent funds that are not subject to donor-imposed stipulations and are available for support of the Foundation's operations. Unrestricted net assets include both undesignated and Board-designated amounts.
- *Temporarily restricted net assets* represent funds subject to donor-imposed restrictions that are met either by actions of the Foundation or the passage of time. Temporarily restricted net assets totaled \$50,886 and \$54,074 for the years ended June 30, 2015 and 2014, respectively.

#### Cash Equivalents

For the purpose of reporting cash flows, the Foundation considers all highly liquid investment instruments purchased with a maturity of three months or less to be cash equivalents. Excluded from this definition of cash equivalents are amounts held for investment.

#### Investments

Investments are stated at fair value as determined by quoted market prices. Mutual funds are carried at fair value based on their published unit values. All realized and unrealized gains and losses are included in investment income in the accompanying statements of activities.

Notes to Financial Statements June 30, 2015 and 2014

## 2. Summary of Significant Accounting Policies (continued)

### Property and Equipment

Property and equipment acquisitions with a cost greater than \$1,000 and a projected useful life exceeding one year are capitalized and recorded at cost. Depreciation is computed using the straight-line method over the estimated useful lives of the assets, which is three years for furniture, fixtures, and equipment assets. Upon disposal of depreciable assets, the cost and related accumulated depreciation are eliminated from the accounts and the resulting gain or loss is credited or charged to income. Expenditures for repairs and maintenance are expensed as incurred.

## Revenue Recognition

Contributions are reported as unrestricted support available for general operations unless specifically restricted by the donor. The Foundation reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor 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 accompanying statements of activities as net assets released from restrictions.

The Foundation also organizes walks to raise awareness of Parkinson's disease. Walks revenue is recorded in the accompanying statements of activities based on cash received or promised from participant walk sites.

Registration fees are recognized at the time the event takes place. Any amounts received in advance of the event would be included in deferred revenue in the accompanying statements of financial position. Revenue from other sources is recognized as earned.

#### Functional Allocation of Expenses

The costs of the Foundation's activities have been summarized on a functional basis in the accompanying statements of activities. Accordingly, certain costs have been allocated among the programs benefited. General and administrative funds include expenditures incurred to run core initiatives of the Foundation and are funded primarily through unrestricted contributions.

Notes to Financial Statements June 30, 2015 and 2014

## 2. Summary of Significant Accounting Policies (continued)

### Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

## **Subsequent Events**

In preparing these financial statements, the Foundation has evaluated events and transactions for potential recognition or disclosure through January 14, 2016, the date the financial statements were available to be issued.

### 3. Concentration of Credit Risk

Financial instruments that potentially subject the Foundation to significant concentrations of credit risk consist of cash and cash equivalents, and investments. The Foundation maintains cash deposit and transaction accounts, along with investments, with various financial institutions and these values, from time to time, exceed insurable limits under the Federal Depository Insurance Corporation (FDIC) and Securities Investor Protection Corporation (SIPC). The Foundation has not experienced any credit losses on its cash and cash equivalents, and investments to date as it relates to FDIC and SIPC insurance limits. Management periodically assesses the financial condition of these financial institutions and believes that the risk of any credit loss is minimal.

### 4. Investments and Fair Value Measurements

The Foundation follows Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 820, Fair Value Measurements and Disclosures, for its financial assets. This standard establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. Fair value measurement standards require an entity to maximize the use of observable inputs (such as quoted prices in active markets) and minimize the use of unobservable inputs (such as appraisals or other valuation techniques) to determine fair value. The categorization of a financial instrument within the hierarchy is based upon the pricing transparency of the instrument and does not necessarily correspond to the entity's perceived risk of that instrument.

Notes to Financial Statements June 30, 2015 and 2014

## 4. Investments and Fair Value Measurements (continued)

The inputs used in measuring fair value are categorized into three levels. Level 1 inputs consist of unadjusted quoted prices in active markets for identical assets and liabilities and have the highest priority. Level 2 is based upon observable inputs other than quoted market prices, and Level 3 is based on unobservable inputs. Transfers between levels in the fair value hierarchy are recognized at the end of the reporting period.

In general, and where applicable, the Foundation uses quoted prices in active markets for identical assets to determine fair value. This pricing methodology applies to Level 1 investments. The following is a description of the valuation methodologies used for assets measured at fair value:

• *Mutual funds* – valued at the net asset value (NAV) of shares held by the plan at year end.

The following table presents the Foundation's fair value hierarchy for those investments measured on a recurring basis at June 30, 2015:

	Total fair value		-	Level 1	Level 2	Level 3
Mutual funds:						
US mid cap	\$	148,130	\$	148,130	\$ -	\$ -
Emerging markets		17,109		17,109	-	-
Real estate		11,173		11,173	-	-
International large cap		49,662		49,662	-	-
International small/mid cap		10,489		10,489	-	-
Global bond fund		31,654		31,654	-	-
Short term bond fund		24,731		24,731	-	-
Intermediate-term bond		69,022		69,022	-	-
Inflation-protected bond		31,704		31,704	-	-
Cash equivalents		12,206		12,206	-	
Total investments	\$	405,880	\$	405,880	\$ -	\$ _

Notes to Financial Statements June 30, 2015 and 2014

## 4. Investments and Fair Value Measurements (continued)

The following table presents the Foundation's fair value hierarchy for those investments measured on a recurring basis at June 30, 2014:

	,	Total fair			
		value	Level 1	Level 2	Level 3
Mutual funds:					
US mid cap	\$	111,566	\$ 111,566	\$ - \$	-
Emerging markets		14,319	14,319	-	-
Real estate		8,673	8,673	-	
International large cap		36,105	36,105	-	-
International small/mid cap		7,992	7,992	-	-
Global bond fund		22,617	22,617	-	-
Short term bond fund		18,285	18,285	-	-
Intermediate-term bond		52,150	52,150	-	-
Inflation-protected bond		22,472	22,472	-	-
Cash equivalents		10,601	10,601	-	-
Total investments	\$	304,780	\$ 304,780	\$ - \$	-

Investment income consists of the following for the years ended June 30:

	2015	2014		
Interest and dividends Unrealized (loss) income	\$ 8,380 (4,744)	\$	6,089 27,282	
Total investment income	\$ 3,636	\$	33,371	

## 5. Property and Equipment

Property and equipment consists of the following at June 30:

	2015		2014
Equipment Less: accumulated depreciation	\$	43,846 (35,355)	\$ 41,398 (29,503)
Property and equipment, net	\$	8,491	\$ 11,895

Notes to Financial Statements June 30, 2015 and 2014

### 6. Temporarily Restricted Net Assets

Temporarily restricted net assets consist of the following at June 30:

	2015		 2014
Betty R. Fuller Caregiver Respite Fund Train the Trainer Grant	\$	40,572 5,194	\$ 42,772 6,182
Research-restricted contributions		5,120	 5,120
Total temporarily restricted net assets	\$	50,886	\$ 54,074

## 7. Board-Designated Quasi-Endowment Fund

The Foundation's Board-designated quasi-endowment fund ("the Fund") was established in 2012 through a capital campaign to help support program services. The principal of the Fund resulted from internal designation and is classified as unrestricted net assets. Accordingly, the Fund is not subject to the Virginia Uniform Prudent Management of Institutional Funds Act.

### Return Objectives, Risk Parameters, and Strategies

The Foundation's investment policy provides for a strategy of long-term growth of the Fund. Under this policy, funds are invested with the goal of maximizing total returns, avoiding unnecessary risk, and generating income to support the spending policy. The Foundation employs a diversified asset allocation that currently places greater emphasis on fixed income investments. The Foundation uses professional fund managers for advice in managing the funds.

## Composition of Funds

For the purposes of this disclosure, the Fund's net assets include those assets of unrestricted funds that were raised as a result of capital campaign, but exclude any pledges receivable.

Notes to Financial Statements June 30, 2015 and 2014

## 7. Board-Designated Quasi-Endowment Fund (continued)

### Changes in Board-Designated Quasi-Endowment Fund

Changes in the Fund were as follows for the years ended June 30:

	2015		 2014
Quasi-endowment fund, beginning			
balance	\$	318,414	\$ 144,148
Contributions		95,000	141,270
Dividends and interest		8,124	5,214
Unrealized (loss) income		(4,744)	27,782
Quasi-endowment fund, ending balance	\$	416,794	\$ 318,414

#### 8. Pension Plan

The Foundation participates in a standardized 401(k) profit sharing plan. All employees begin participation after the completion of 1,000 hours of service. Employees may defer salary as a percentage of eligible compensation. The Foundation makes matching contributions in an amount equal to 100% of the employee contributions, not to exceed 6% of the employee's annual salary. Pension expense was \$17,558 and \$2,868 for the years ended June 30, 2015 and 2014, respectively.

### 9. Commitments

#### Lease

The Foundation entered into an operating lease for office space in Falls Church, Virginia, for a term of five years commencing December 1, 2011 and expiring November 30, 2016. The lease calls for annual rental increases of 3% of the base rent, and contains a total of four months of rent abatement. Rent expense in excess of rental payments under this lease is not recognized as deferred rent in the accompanying financial statements due to immateriality. Total occupancy expense under the terms of this lease for the years ended June 30, 2015 and 2014 was \$47,163 and \$53,251, respectively.

Future minimum lease payments are as follows for the years ending June 30:

2016 2017	\$ 42,710 19,674
Total future minimum payments	\$ 62,384

Notes to Financial Statements June 30, 2015 and 2014

#### 10. Related Entities

The Foundation had affiliation agreement with the National Parkinson Foundation (NPF) that it terminated in August of 2014. The last collaborated nationwide walk effort to raise funds and public awareness of Parkinson's disease with NPF was held in September 2013. The Foundation paid \$84,797 to NPF as a share of revenue from the walk efforts in Washington, DC for the year ended June 30, 2014. There were no payments related to collaborative walk or program activities between the Foundation and NPF during fiscal year 2015.

#### 11. Income Taxes

The Foundation is recognized as a tax-exempt organization under Internal Revenue Code (IRC) Section 501(c)(3), and is exempt from income taxes except for taxes on unrelated business activities. No tax expense is recorded in the accompanying financial statements as there was no unrelated business income. Contributions to the Foundation are deductible as provided in IRC Section 170(b)(1)(A)(vi). Management has evaluated the Foundation's tax positions and concluded that the Foundation's financial statements do not include any uncertain tax positions.

# **SUPPLEMENTARY INFORMATION**

Schedule of Functional Expenses For the Year Ended June 30, 2015

Supporting Services

			Supporting Services							
	Programs		Management and General		Fundraising		Total Supporting Services		Total	
Accounting Advertising Computer supplies and expenses Depreciation Bank and credit fees Insurance Meeting expenses Occupancy	\$	8,731 21 4,794 665 901 153 38,239	\$	11,765 60 2,527 5,852 5,388 4,306 90 4,726	\$	4,366 175 3,638 - 415 113 4 4,198	\$	16,131 235 6,165 5,852 5,803 4,419 94 8,924	\$	24,862 256 10,959 5,852 6,468 5,320 247 47,163
Office supplies and expenses Postage Printing, mailshop, and design		5,194 3,558 10,835		4,391 1,433 649		514 749 2,824		4,905 2,182 3,473		10,099 5,740 14,308
Exercise class expenses Salaries and benefits Walk Off Parkinson's In-kind Telephone		108,251 254,711 140,035 182,905 5,066		32,754 - 13,223 2,308		38 31,785 35,791 3,803 621		38 64,539 35,791 17,026 2,929		108,289 319,250 175,826 199,931 7,995
Miscellaneous  Total Expenses	\$	2,380 766,439	\$	89,472	\$	764 89,798	\$	764 179,270	\$	3,144 945,709

Schedule of Functional Expenses For the Year Ended June 30, 2014

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			Supporting Services							
	Programs		Management and General		Fundraising		Total Supporting Services		Total	
Accounting	\$	7,700	\$	11,913	\$	3,850	\$	15,763	\$	23,463
Advertising		-		-		79		79		79
Computer supplies and expenses		4,223		474		472		946		5,169
Depreciation		-		6,343		-		6,343		6,343
Bank and credit fees		-		7,095		157		7,252		7,252
Fuller Memorial Fund		5,164		-		-		-		5,164
Insurance		3,858		649		482		1,131		4,989
Meeting expenses		75		1,056		39		1,095		1,170
Occupancy		42,837		5,206		5,208		10,414		53,251
Office supplies and expenses		1,117		3,046		34		3,080		4,197
Postage		2,948		1,239		846		2,085		5,033
Printing, mailshop, and design		5,211		1,596		4,072		5,668		10,879
Exercise class expenses		113,723		-		-		-		113,723
Salaries and benefits		233,711		35,032		29,139		64,171		297,882
Walk Off Parkinson's		158,527		-		26,403		26,403		184,930
In-kind		102,981		8,976		5,915		14,891		117,872
Special events		-		-		24,806		24,806		24,806
Telephone		2,608		907		327		1,234		3,842
Miscellaneous		1,155				64		64		1,219
<b>Total Expenses</b>	\$	685,838	\$	83,532	\$	101,893	\$	185,425	\$	871,263