

FRIENDS OF THE GUANA TOLOMATO MATANZAS
NATIONAL ESTUARINE RESEARCH RESERVE, INC.

FINANCIAL STATEMENTS

For the Year Ended December 31, 2020

FRIENDS OF THE GUANA TOLOMATO MATANZAS
NATIONAL ESTUARINE RESEARCH RESERVE, INC.

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Friends of the Guana Tolomato Matanzas National Estuarine Research Reserve, Inc.
Ponte Vedra Beach, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of Friends of the Guana Tolomato Matanzas National Estuarine Research Reserve, Inc. (Friends of the GTM), which comprise the statement of financial position as of December 31, 2020, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the consolidated 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 consolidated 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 audit. We conducted our audit 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.

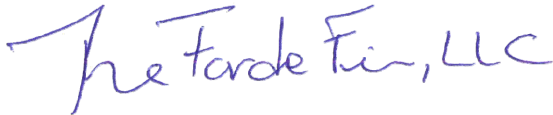
An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due 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 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 consolidated financial statements referred to above present fairly, in all material respects, the financial position of Friends of the GTM as of December 31, 2020, the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.



The Forde Firm, LLC
Jacksonville, Florida
August 10, 2021

FRIENDS OF THE GUANA TOLOMATO MATANZAS
NATIONAL ESTUARINE RESEARCH RESERVE, INC.

STATEMENT OF FINANCIAL POSITION

December 31, 2020

ASSETS

CURRENT ASSETS

Cash and cash equivalents	\$ 469,810
Investments	70,645
Prepaid expenses and other current assets	<u>3,401</u>

TOTAL CURRENT ASSETS 543,856

FURNITURE AND EQUIPMENT

Furniture and equipment	10,452
Leasehold improvements	207,000
Accumulated depreciation	<u>(86,737)</u>

NET FURNITURE AND EQUIPMENT 130,715

TOTAL ASSETS \$ 674,571

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

Accounts payable and accrued expenses	\$ 13,427
Deferred revenue	<u>14,981</u>

TOTAL CURRENT LIABILITIES 28,408

OTHER LIABILITIES

Due to GTM Reserve	<u>274,331</u>
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TOTAL OTHER LIABILITIES 274,331

TOTAL LIABILITIES 302,739

NET ASSETS:

Without donor restrictions	349,661
With donor restrictions	<u>22,171</u>

TOTAL NET ASSETS 371,832

TOTAL LIABILITIES AND NET ASSETS \$ 674,571

The accompanying notes are an integral part of the financial statements.

FRIENDS OF THE GUANA TOLOMATO MATANZAS
NATIONAL ESTUARINE RESEARCH RESERVE, INC.

STATEMENT OF ACTIVITIES

For the Year Ended December 31, 2020

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Total</u>
DUES AND PUBLIC SUPPORT:			
Membership	\$ 67,601	\$ -	\$ 67,601
Rental revenue	221,624	-	221,624
Grant income	40,816	-	40,816
PPP loan forgiveness grant	14,533	-	14,533
Contributions	6,277	7,088	13,365
Other miscellaneous income	1,964	-	1,964
	<hr/>	<hr/>	<hr/>
Total dues and public support	352,815	7,088	359,903
	<hr/>	<hr/>	<hr/>
REVENUES:			
Investment income	4,268	-	4,268
	<hr/>	<hr/>	<hr/>
Total revenues	4,268	-	4,268
	<hr/>	<hr/>	<hr/>
Total public support and revenue	357,083	7,088	364,171
	<hr/>	<hr/>	<hr/>
Net Assets Released from Restrictions:			
Satisfaction of donor restrictions	1,626	(1,626)	-
	<hr/>	<hr/>	<hr/>
Total support, revenue and other	358,709	5,462	364,171
	<hr/>	<hr/>	<hr/>
EXPENSES:			
Program expenses	295,723		295,723
Supporting expenses:			
Management and general	32,298	-	32,298
Fundraising	19,615	-	19,615
	<hr/>	<hr/>	<hr/>
Total Expenses	347,636	-	347,636
	<hr/>	<hr/>	<hr/>
CHANGE IN NET ASSETS	11,073	5,462	16,535
Net Assets, Beginning of Year	<hr/>	<hr/>	<hr/>
	338,588	16,709	355,297
	<hr/>	<hr/>	<hr/>
Net Assets, End of Year	<u>\$ 349,661</u>	<u>\$ 22,171</u>	<u>\$ 371,832</u>

The accompanying notes are an integral part of the financial statements.

FRIENDS OF THE GUANA TOLOMATO MATANZAS
NATIONAL ESTUARINE RESEARCH RESERVE, INC.

STATEMENT OF FUNCTIONAL EXPENSES

For the Year Ended December 31, 2020

	Program Services	Supporting Services		Total
		Management and General	Fund Raising	
Wages and salaries	\$ 46,041	\$ 15,347	\$ 15,347	\$ 76,735
Payroll taxes and fees	4,465	1,489	1,489	7,443
Advertising and promotion	771	-	86	857
Telephone and internet	6,329	1,266	844	8,439
Professional service	-	4,980	-	4,980
Printing and postage	3,370	963	481	4,814
Office supplies and equipment	260	87	-	347
GTM program allocations	189,541	-	-	189,541
Designated programs services	1,594	-	-	1,594
Membership development	-	-	812	812
Facilities rental	17,231	-	-	17,231
Insurance	542	903	361	1,806
Grants expense	22,303	-	-	22,303
Cleaning & janitorial	77	26	-	103
Dues & subscriptions	1,558	195	195	1,948
Bank charges and service fees	1,292	431	-	1,723
Conferences, conventions, and meetings	349	116	-	465
Other operational	-	371	-	371
	<hr/>	<hr/>	<hr/>	<hr/>
Total before depreciation	295,723	26,174	19,615	341,512
Depreciation	-	6,124	-	6,124
	<hr/>	<hr/>	<hr/>	<hr/>
Total expenses	<u>\$ 295,723</u>	<u>\$ 32,298</u>	<u>\$ 19,615</u>	<u>\$ 347,636</u>

The accompanying notes are an integral part of the financial statements.

FRIENDS OF THE GUANA TOLOMATO MATANZAS
NATIONAL ESTUARINE RESEARCH RESERVE, INC.

STATEMENT OF CASH FLOWS

For the Year Ended December 31, 2020

CASH FLOWS FROM OPERATING ACTIVITIES

Increase (decrease) in net assets	\$ 16,535
Adjustments to reconcile changes in net assets to net cash used by operating activities:	
Depreciation expense	6,124
Change in prepaid expenses and other current assets	(2,728)
Change in accounts payable and accrued expenses	1,532
Change in deferred revenue	14,981
Change in due to GTM Reserve	<u>137,752</u>
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	<u>174,196</u>

CASH FLOWS FROM INVESTING ACTIVITIES

Net sales (purchases) of investments	(3,686)
Purchase of fixed assets	<u>(898)</u>
NET CASH PROVIDED (USED) BY INVESTING ACTIVITIES	<u>(4,584)</u>

NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS 169,612

CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR 300,198

CASH AND CASH EQUIVALENTS, END OF YEAR \$ 469,810

Supplemental data:

Interest paid	<u><u>\$ -</u></u>
Income taxes paid	<u><u>\$ -</u></u>

The accompanying notes are an integral part of the financial statements.

FRIENDS OF THE GUANA TOLOMATO MATANZAS
NATIONAL ESTUARINE RESEARCH RESERVE, INC.

NOTES TO FINANCIAL STATEMENTS

December 31, 2020

1. NATURE OF ORGANIZATION:

The Friends of the GTM Reserve was established as the Citizen Support Organization (CSO) for the GTM Research Reserve on December 29, 2000, as per a memorandum of agreement (MOA) between the Friends of the Guana Tolomato Matanzas National Estuarine Research Reserve, Inc. and the State of Florida Department of Environmental Protection Office of Coastal and Aquatic Managed Areas (OCAMA). The agreement granted exclusivity to the Friends to serve as the CSO for the GTM Research Reserve located in St. Johns and Flagler County Florida. Under the MOA, OCAMA granted the Friends authorization to provide the following kinds of services for the benefit of the GTM Research Reserve: fund raising events, official meetings of the CSO membership, volunteer activities and projects, and public educational and interpretive activities or events.

On September 10, 2019, the Florida Department of Environmental Protection Office of Resilience and Coastal Protection (RCP), formerly known as OCAMA, updated its memorandum of agreement with the Friends of the Guana Tolomato Matanzas National Estuarine Research Reserve, Inc. to align with governing statutes and office name changes.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

This summary of significant accounting policies of the Organization is presented to assist in understanding the financial statements. The financial statements and accompanying notes are representations of the Organization's management. These accounting policies conform to accounting principles generally accepted in the United States of America and have been consistently applied in the presentation of these financial statements.

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 reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results may differ from those estimates.

Basis of Accounting

The financial statements have been prepared on the accrual basis of accounting and accordingly, reflect all significant receivables, payables, and other liabilities.

FRIENDS OF THE GUANA TOLOMATO MATANZAS
NATIONAL ESTUARINE RESEARCH RESERVE, INC.

NOTES TO FINANCIAL STATEMENTS

December 31, 2020

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2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued):

Basis of Presentation

The financial statements are presented in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 958 dated August 2016, and the provisions of the American Institute of Certified Public Accountants (AICPA) “Audit and Accounting Guide for Not-for-Profit Organizations” (the “Guide”). (ASC) 958-205 was effective January 1, 2018.

Under the provisions of the Guide, net assets and revenues, and gains and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, the net assets of the Organization and changes therein are classified as follows:

Net assets without donor restrictions: Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the organization. The board may designate assets without restrictions for specific operational purposes from time to time.

Net assets with donor restrictions: Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Organization by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

Cash and Cash Equivalents

The Organization considers all highly liquid investments with maturities of three months or less that is available for current operations when purchased to be cash.

Investments

In accordance with authoritative guidance, the Organization is required to report all investments in marketable and debt securities at their fair values on the statement of financial position. Realized and unrealized gains and losses are included in investment income on the statement of activities.

Fixed Assets

Fixed assets are carried at cost or, if donated, at the approximate fair value at the date of donation. Depreciation is computed using the straight-line method. When items of property and equipment are sold or otherwise disposed of, the asset and related accumulated depreciation accounts are eliminated, and any gain or loss is included in operations.

FRIENDS OF THE GUANA TOLOMATO MATANZAS
NATIONAL ESTUARINE RESEARCH RESERVE, INC.

NOTES TO FINANCIAL STATEMENTS

December 31, 2020

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2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued):

Due to GTM Reserve

Under the Citizen Support Organization Agreement with the Florida Department of Environmental Protection, 85 percent of funds generated by the Friends of the GTM Reserve through the use of Reserve facilities, collection of entrance and parking fees, or funds generated by program events, are required to be designated for use by the GTM Research Reserve. The organization has in the past, and may in the future, at its discretion, make additional grants to the Reserve. At December 31, 2020, \$274,331 was held in reserve to be used at the discretion of the GTM Research Reserve.

Revenue Recognition

The Organization recognizes facility use revenue from parking fees during the year in which the related services are provided. The performance obligation of providing the parking services is simultaneously received and consumed by the consumers; therefore, the revenue is recognized ratably over the course of the year. Some payments for parking fees are received before the start of the year when an annual pass is purchased by a consumer. All amounts received prior to the commencement of the year are deferred to the applicable period.

Contributions received are recorded as support with or without donor restrictions, depending on the existence and/or nature of any donor restrictions. All donor-restricted support is reported as an increase in temporarily or permanently restricted net assets, depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), 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.

Donated Services

Volunteers provide substantial donated service hours which contribute significantly to the operations of the organization. No amounts have been reflected in the statements for these contributed services since the contribution of these services did not create or enhance non-financial assets or require specialized skills. When professional services requiring specific expertise are provided, in-kind values are recorded as contributions.

Functional Expense Allocation

The costs of providing the various programs and other activities have been summarized on a functional basis in the statements of activities. Accordingly, certain costs have been allocated among the program and supporting services, management and general and fundraising activities benefited.

FRIENDS OF THE GUANA TOLOMATO MATANZAS
NATIONAL ESTUARINE RESEARCH RESERVE, INC.

NOTES TO FINANCIAL STATEMENTS

December 31, 2020

- Continued -

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued):

Income Taxes

The Friends of the GTM is recognized by the Internal Revenue Service as a nonprofit organization under Section 501(c)(3) of the Internal Revenue Code and is, therefore, exempt from income taxes. It is not a private foundation. Management evaluated the Organization's tax positions and concluded that the Organization had maintained its exempt status and had taken no uncertain tax positions that require adjustment to the financial statements. Therefore, no provision or liability for income taxes has been included in the financial statements. The Organization's Forms 990, Return of Organization Exempt from Income Tax, are subject to examination by the IRS generally for three years after the return is filed.

Fair Values of Financial Instruments

Generally accepted accounting principles require certain financial instruments to be recorded at fair value. Changes in methods of estimation could affect the fair value estimates; however, such changes are not expected to have a material impact on the organization's financial position, activities or cash flows. Cost approximates fair value for certain other investments, short term debt, and cash equivalents.

3. NET ASSETS WITH DONOR RESTRICTIONS:

Net assets with donor restrictions consist of the following:

Adopt-A-Nest Program	\$ 21,091
Other Programs	<u>1,080</u>
Total	<u>\$ 22,171</u>

4. FAIR VALUE OF INVESTMENTS:

Authoritative guidance provides the 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 under authoritative guidance are described as follows:

Level 1 – Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Organization has the ability to access.

FRIENDS OF THE GUANA TOLOMATO MATANZAS
NATIONAL ESTUARINE RESEARCH RESERVE, INC.

NOTES TO FINANCIAL STATEMENTS

December 31, 2020

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4. FAIR VALUE INVESTMENTS (continued):

Level 2 – Inputs to the valuation methodology include: quoted prices for similar assets in active markets; quoted prices for identical or similar assets in inactive markets; inputs other than quoted prices that are observable for the assets; inputs that are derived principally from or corroborated by observable market data by correlation or other means. If the asset has a specified (contractual) term, the Level 2 input must be observable for substantially the full term of the asset or liability.

Level 3 – Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets measured at fair value:

Mutual funds: Valued at the net asset value reported on the active market of the shares held by the organization at year end.

The preceding method described may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, although the Organization 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 following table sets forth by level, within the fair value hierarchy, the Organization's financial instruments at fair value:

Fair values of assets measured on a recurring basis at December 31, 2020, are as follows:

	<u>Fair Value</u>	<u>Level 1 Inputs</u>
Mutual Funds	<u>\$ 70,645</u>	<u>\$ 70,645</u>
Total	<u>\$ 70,645</u>	<u>\$ 70,645</u>

The Organization held no assets valued at Level 2 or Level 3 inputs at December 31, 2020.

FRIENDS OF THE GUANA TOLOMATO MATANZAS
NATIONAL ESTUARINE RESEARCH RESERVE, INC.

NOTES TO FINANCIAL STATEMENTS

December 31, 2020

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5. CONCENTRATION OF RISK:

The Organization has several bank accounts with two institutions. The total of these accounts exceeding the federally insured limit of \$250,000 was \$96,771 on December 31, 2020.

6. PPP LOAN PAYABLE:

The Organization was granted a \$14,533 loan under the Paycheck Protection Program “PPP” administered by a Small Business Administration (SBA) approved partner. Established as part of the Coronavirus Aid, Relief and Economic Security Act (“CARES Act”), the PPP provides for loans to qualifying businesses in amounts up to 2.5 times the business’s average monthly payroll expenses. PPP loans and accrued interest are forgivable after a “covered period” (eight or 24 weeks) as long as the borrower maintains its payroll levels and uses the loan proceeds for eligible purposes, including payroll, benefits, rent, and utilities. The forgiveness amount will be reduced if the borrower terminates employees or reduces salaries during the covered period. Any unforgiven portion of a PPP loan is payable over two or five years at an interest rate of 1%, with a deferral of payments for 10 months after then end of the covered period. The loan is uncollateralized and is fully guaranteed by the Federal government. The Organization initially recorded the loan as a refundable advance and subsequently recognized grant revenue in accordance with guidance for conditional contributions; that is, once the measurable performance or other barrier and right of return of the PPP loan no longer existed. The Organization has recognized \$14,533 as grant revenue for the year ended December 31, 2020.

7. LIQUIDITY AND AVAILABILITY OF FUNDS:

Financial assets available for general expenditure without donor restrictions limiting their use within one year of the statement of financial position date consist of the following:

Financial assets at year end:	
Cash and cash equivalents	\$ 469,810
Investments	<u>70,645</u>
	540,455
Less those unavailable for general expenditure within one year due to:	
Donor restrictions for designated programs	22,171
Due to GTM Research Reserve	<u>274,331</u>
	<u>296,502</u>
Financial assets available to meet cash needs for general expenditure within one year	<u>\$ 243,953</u>

As part of the Organization’s liquidity management, it invests cash in excess of daily requirements in highly liquid short-term investments.

FRIENDS OF THE GUANA TOLOMATO MATANZAS
NATIONAL ESTUARINE RESEARCH RESERVE, INC.

NOTES TO FINANCIAL STATEMENTS

December 31, 2020

- Continued -

8. SUBSEQUENT EVENTS:

In preparing these financial statements, Friends of the GTM evaluated events and transactions for potential recognition or disclosure through August 10, 2021, the date the financial statements were available to be issued.

In March 2020, the World Health Organization recognized the novel strain of coronavirus, COVID-19, as a pandemic. The spread of the coronavirus around the world during 2020 has caused significant volatility in the US and international markets. There is significant uncertainty around the breadth and duration of business disruptions related to COVID-19, as well as its impact on the US and international economies. Subsequent to 2020 and through the date the financial statements were issued, the Organization continues to experience uncertainty due to COVID-19 and new variant strains, and they are unable to determine if it will have a material impact on future operations.