FINANCIAL STATEMENTS

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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

Opinion

We have audited the accompanying consolidated financial statements of Friends of the Guana Tolomato Matanzas National Estuarine Research Reserve, Inc. (Friends of the GTM) (a nonprofit organization) and affiliates, which comprise the statements of financial position as of December 31, 2021 and 2020, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Friends of the GTM and affiliates as of December 31, 2021 and 2020, and the changes in their net assets and their cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Friends of the GTM and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

THE FORDE FIRM, LLC

In preparing the consolidated financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Friends of the GTM's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements, including omissions, are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the consolidated financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Friends of the GTM's internal control. Accordingly, no such
 opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the consolidated financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Friends of the GTM's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

The Forde Firm, LLC Jacksonville, Florida

The Forde Figher

August 9, 2022

STATEMENTS OF FINANCIAL POSITION

December 31, 2021 and 2020

<u>ASSETS</u>	<u>2021</u>			<u>2020</u>
CURRENT ASSETS				
Cash and cash equivalents	\$	697,652	\$	469,810
Accounts receivable	Ψ	15,512	Ψ	-
Investments		71,155		70,645
Prepaid expenses and other current assets		3,865		3,401
TOTAL CURRENT ASSETS		788,184		543,856
FURNITURE AND EQUIPMENT				
Furniture and equipment		10,452		10,452
Leasehold improvements		207,000		207,000
Accumulated depreciation		(92,861)		(86,737)
NET FURNITURE AND EQUIPMENT		124,591		130,715
TOTAL ASSETS	\$	912,775	\$	674,571
LIABILITIES AND NET ASS	SETS			
CURRENT LIABILITIES				
Accounts payable and accrued expenses	\$	18,607	\$	13,427
Refundable advances		7,778		-
Deferred revenue		22,606		14,981
TOTAL CURRENT LIABILITIES		48,991		28,408
OTHER LIABILITIES				
Due to GTM Reserve		400,018		274,331
TOTAL OTHER LIABILITIES		400,018		274,331
TOTAL LIABILITIES		449,009		302,739
NET ASSETS:				
Without donor restrictions		431,052		349,661
With donor restrictions		32,714		22,171
TOTAL NET ASSETS		463,766		371,832
TOTAL LIABILITIES AND NET ASSETS	\$	912,775	\$	674,571

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

STATEMENTS OF ACTIVITIES

		2021		2020			
	Without Donor Restrictions	With Donor Restrictions	<u>Total</u>	Without Donor Restrictions	With Donor Restrictions	<u>Total</u>	
DUES AND PUBLIC SUPPORT:							
Membership	\$ 111,587	\$ -	\$ 111,587	\$ 67,601	\$ -	\$ 67,601	
Rental revenue	294,081	-	294,081	221,624	-	221,624	
Grant income	199,429	-	199,429	40,816	-	40,816	
PPP loan forgiveness grant	-	-	-	14,533	-	14,533	
Contributions	9,456	13,017	22,473	6,277	7,088	13,365	
Special events fundraising income	11,652	-	11,652	500	-	500	
Summer camp and educational programs	15,901	-	15,901	1,232	-	1,232	
Other miscellaneous income	1,678		1,678	232		232	
Total dues and public support	643,784	13,017	656,801	352,815	7,088	359,903	
REVENUES:							
Investment income	761		761	4,268		4,268	
Total revenues	761		761	4,268		4,268	
Total public support and revenue	644,545	13,017	657,562	357,083	7,088	364,171	
Net Assets Released from Restrictions:							
Satisfaction of donor restrictions	2,474	(2,474)		1,626	(1,626)		
Total support, revenue and other	647,019	10,543	657,562	358,709	5,462	364,171	
EXPENSES:							
Program expenses	500,454	-	500,454	295,723	-	295,723	
Supporting expenses:						-	
Management and general	40,912	=	40,912	32,298	-	32,298	
Fundraising	24,262		24,262	19,615		19,615	
Total Expenses	565,628		565,628	347,636		347,636	
CHANGE IN NET ASSETS	81,391	10,543	91,934	11,073	5,462	16,535	
Net Assets, Beginning of Year	349,661	22,171	371,832	338,588	16,709	355,297	
Net Assets, End of Year	\$ 431,052	\$ 32,714	\$ 463,766	\$ 349,661	\$ 22,171	\$ 371,832	

STATEMENTS OF FUNCTIONAL EXPENSES

		20	021			20	020	
	-	Supporti	ng Services			Supportin	g Services	
	Program	Management			Program	Management		
	Services	and General	Fund Raising	<u>Total</u>	Services	and General	Fund Raising	<u>Total</u>
Wages and salaries	\$ 51,310	\$ 17,103	\$ 17,103	\$ 85,516	\$ 46,041	\$ 15,347	\$ 15,347	\$ 76,735
Payroll taxes and fees	3,928	1,309	1,309	6,546	4,465	1,489	1,489	7,443
Advertising and promotion	1,802	-	200	2,002	771	-	86	857
Telephone and internet	5,380	1,076	717	7,173	6,329	1,266	844	8,439
Professional service	-	9,889	-	9,889	-	4,980	-	4,980
Printing and postage	2,537	725	362	3,624	3,370	963	481	4,814
Office supplies and equipment	914	305	-	1,219	260	87	-	347
GTM program allocations	264,565	-	-	264,565	189,541	-	-	189,541
Designated programs services	4,319	-	-	4,319	1,594	-	-	1,594
Membership development	-	-	1,267	1,267	-	-	812	812
Facilities rental	7,227	-	-	7,227	17,231	-	-	17,231
Insurance	827	1,378	551	2,756	542	903	361	1,806
Grants expense	152,188	-	-	152,188	22,303	-	-	22,303
Cleaning & janitorial	27	9	-	36	77	26	-	103
Dues & subscriptions	3,563	445	445	4,453	1,558	195	195	1,948
Bank charges and service fees	1,589	530	-	2,119	1,292	431	-	1,723
Conferences, conventions, and meetings	278	93	-	371	349	116	-	465
Special events expenses	-	-	2,308	2,308	-	-	-	-
Other operational		1,926		1,926		371		371
Total before depreciation	500,454	34,788	24,262	559,504	295,723	26,174	19,615	341,512
Depreciation		6,124		6,124		6,124		6,124
Total expenses	\$ 500,454	\$ 40,912	\$ 24,262	\$ 565,628	\$ 295,723	\$ 32,298	\$ 19,615	\$ 347,636

STATEMENTS OF CASH FLOWS

	<u>2021</u>	<u>2020</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Increase (decrease) in net assets	\$ 91,934	\$ 16,535
Adjustments to reconcile changes in net assets to net cash used by operating activities:		
Depreciation expense	6,124	6,124
Change in accounts receivable Change in prepaid expenses and other current assets Change in accounts payable and accrued expenses Change in refundable advances Change in deferred revenue Change in due to GTM Reserve	 (15,512) (464) 5,180 7,778 7,625 125,687	(2,728) 1,532 - 14,981 137,752
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	 228,352	 174,196
CASH FLOWS FROM INVESTING ACTIVITIES		
Net sales (purchases) of investments Purchase of fixed assets	 (510)	 (3,686) (898)
NET CASH PROVIDED (USED) BY INVESTING ACTIVITIES	 (510)	 (4,584)
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	227,842	169,612
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	 469,810	 300,198
CASH AND CASH EQUIVALENTS, END OF YEAR	\$ 697,652	\$ 469,810
Supplemental data:		
Interest paid	\$ 	\$
Income taxes paid	\$ 	\$

NOTES TO FINANCIAL STATEMENTS December 31, 2021 and 2020

1. <u>NATURE OF ORGANIZATION</u>:

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.

NOTES TO FINANCIAL STATEMENTS December 31, 2021 and 2020 - Continued -

2. <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)</u>:

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:

<u>Net assets without donor restrictions:</u> 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.

<u>Net assets with donor restrictions:</u> 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.

NOTES TO FINANCIAL STATEMENTS December 31, 2021 and 2020 - Continued -

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, 2021 and 2020, \$400,018 and \$274,331, respectively, 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.

NOTES TO FINANCIAL STATEMENTS December 31, 2021 and 2020 - Continued -

2. <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)</u>:

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:

	<u>2021</u>	<u>2020</u>
Adopt-A-Nest Program	\$ 31,634	\$ 21,091
Other Programs	1,080	1,080
Total	\$ 32,714	\$22,171

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.

NOTES TO FINANCIAL STATEMENTS December 31, 2021 and 2020 - Continued -

4. <u>FAIR VALUE INVESTMENTS (continued)</u>:

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, 2021, are as follows:

	Fair Value	Level 1 Inputs
Mutual Funds	<u>\$ 71,155</u>	\$ 71,155
Total	<u>\$ 71,155</u>	<u>\$ 71,155</u>

NOTES TO FINANCIAL STATEMENTS December 31, 2021 and 2020 - Continued -

4. FAIR VALUE INVESTMENTS (continued):

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

	Fair Value	Level 1 Inputs
Mutual Funds	\$ 70,645	\$ 70,645
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, 2021.

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 \$322,103 and \$96,771 on December 31, 2021 and 2020, respectively.

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.

NOTES TO FINANCIAL STATEMENTS <u>December 31, 2021 and 2020</u>

- Continued -

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:

	<u>2021</u>	<u>2020</u>
Financial assets at year end:		
Cash and cash equivalents	\$ 697,652	\$ 469,810
Accounts receivable	15,512	-0-
Investments	71,155	70,645
	784,319	540,455
Less those unavailable for general expenditure within one year due to:		
Donor restrictions for designated programs	32,714	22,171
Due to GTM Research Reserve	400,018	274,331
	432,732	296,502
Financial assets available to meet cash needs for general expenditure within one year	<u>\$ 351,587</u>	<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.

8. SUBSEQUENT EVENTS:

In preparing these financial statements, Friends of the GTM evaluated events and transactions for potential recognition or disclosure through August 9, 2022, the date the financial statements were available to be issued.