(A Hawai'i Non-Profit Corporation)

REVIEWED FINANCIAL STATEMENTS (With Independent Accountant's Review Report)

FOR THE YEAR ENDED SEPTEMBER 30, 2020 (With Comparative Totals for the Year Ended September 30, 2019)

#### **TABLE OF CONTENTS**

	Page
INDEPENDENT ACCOUNTANT'S REVIEW REPORT	1
Statements of Financial Position	3
Statement of Activities and Changes in Net Assets	4
Statement of Functional Expenses	5
Statements of Cash Flows	6
Notes to the Financial Statements	7

Certified Public Accountants Member: AICPA

**HSCPA** 

#### INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Directors Friends of Kaua'i Wildlife Refuges P. O. Box 1130 Kilauea, Hawai'i 96754

We have reviewed the accompanying financial statements of Kilauea Point Natural History Association dba Friends of Kaua'i Wildlife Refuges (a nonprofit organization), which comprise the statement of financial position as of September 30, 2020, and the related statements of activities and changes in net assets, functional expenses and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

#### 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.

#### Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements and Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards required us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United State of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

#### Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Big Island:

#### Report on 2019 Financial Statements and Summarized Comparative Information

Carlman CPAs & Majut Croup

The 2019 financial statements of Kilauea Point Natural History Association dba Friends of Kaua'i Wildlife Refuges were audited by us, and we expressed an unmodified opinion on them in our report dated March 2, 2020. We have not performed any auditing procedures since that date. In our opinion, the summarized comparative information presented herein as of and for the year ended September 30, 2019, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Wailuku, Hawaii March 15, 2021

#### Statements of Financial Position As of September 30, 2020 and 2019

#### **ASSETS**

ASSEIS					
	(U	naudited) 2020	(Audited) 2019		
CURRENT ASSETS					
Cash and Cash Equivalents (Note 2) Inventory (Note 2)	\$	117,030 82,523	\$	164,962 79,194	
Total Current Assets		199,553		244,156	
FIXED ASSETS (Note 2)					
Buildings Improvements		12,296		12,296	
Furniture and Fixtures		55,417		50,885	
		67,713		63,181	
Less Accumulated Depreciation		(62,720)		(61,204)	
Net Fixed Assets		4,993		1,977	
Investments (Note 9)		110,206		135,101	
TOTAL ASSETS	\$	314,752	\$	381,234	
LIABILITIES AND NET A	ASSET	S			
CURRENT LIA BILITIES					
Accounts Payable	\$	487	\$	5,159	
Accrued Payroll and Related Expenses		18,821		16,998	
Paycheck Protection Loan (Note 11)		55,000			
Total Current Liabilities		74,308		22,157	
NET ASSETS (Note 5)					
Net Assets Without Donor Restrictions					
Board Designated		37,768		48,768	
Others		167,503		281,569	
Total Net Assets Without Donor Restrictions		205,271		330,337	
Net Assets With Donor Restrictions		35,173		28,740	
Total Net Assets		240,444		359,077	
TOTAL LIABILITIES AND NET ASSETS	\$	314,752	\$	381,234	

# Statement of Activities and Changes in Net Assets For the Year Ended September 30, 2020 (With Comparative Totals for the Year Ended September 30, 2019)

					(Unaudited) 2020 Total			udited) 2019 Total
PUBLIC SUPPORT AND SALES								
Sales	\$	299,001	\$	-	\$	299,001	\$	601,196
Grants		18,831		-		18,831		26,118
Donations		22,311		6,433		28,744		25,327
Special Events		-		-		-		18,615
Membership Dues		4,545		-		4,545		3,060
Interest Income		2,229		-		2,229		2,287
In Kind Donations (Note 12)		1,450		-		1,450		1,500
Other Revenue		265	-		265			167
Net Assets Released from Restrictions	<u> </u>							
Total Public Support and Sales		348,632		6,433		355,065		678,270
OPERATING EXPENSES								
Program Services		374,948		-		374,948		551,929
Management and General		62,206		-		62,206		111,672
Fundraising		36,544		-		36,544		41,492
Total Operating Expenses		473,698				473,698		705,093
Changes in Net Assets		(125,066)		6,433		(118,633)		(26,823)
Net Assets, Beginning of Year		330,337		28,740		359,077		385,900
Net Assets, End of Year	\$	205,271	\$	35,173	\$	240,444	\$	359,077

#### Statement of Functional Expenses For the Year Ended September 30, 2020 (With Comparative Totals for the Year Ended September 30, 2019)

# (Unaudited) 2020

	Program Management								(A	udited)
		ervices		General	Fur	ndraising	Total		(2	2019
Salaries and Wages	\$	150,116	\$	26,176	\$	23,997	\$	200,289	\$	234,313
Purchases		122,185		-		349		122,534		251,719
Professional Fees		21,340		21,811		4,421		47,572		51,512
Employee Benefits		14,508		3,365		1,912		19,785		17,994
Payroll Taxes		11,840		3,074		1,941		16,855		19,348
General Excise Taxes		15,340		-		171		15,511		26,894
Scholarships		11,000		-		-		11,000		11,000
Refuge		7,317		-		-		7,317		24,180
Bank Service Charges		6,975		134		290		7,399		14,341
Insurance		2,679		2,819		-		5,498		7,002
Utilities		2,426		905		-		3,331		3,932
Supplies		1,799		860		641		3,300		11,688
Education		2,556		129		-		2,685		5,548
Travel and Entertainment		1,425		197		1,355		2,977		2,897
Miscellaneous		272		985		631		1,888		2,303
Depreciation		1,516		-		-		1,516		1,694
Storage		630		630		-		1,260		1,169
Dues and Subscriptions		31		1,086		836		1,953		886
Special Events		618		-		-		618		14,718
Advertising (Note 2)		375		35		-		410		200
Repairs and Maintenance										1,755
Total Expenses	\$	374,948	\$	62,206	\$	36,544	\$	473,698	\$	705,093

#### Statements of Cash Flows For the Years Ended September 30, 2020 and 2019

CASH FLOWS FROM OPERATING ACTIVITIES	(U	naudited) 2020	(Audited) 2019		
Cash Received from Sales	\$	299,001	\$	601,196	
Cash Received from Grants		18,831		26,118	
Cash Received from Contributions		28,744		25,327	
Cash Received from Special Events		-		18,615	
Cash Received from Dues and Other Revenue		4,810		3,227	
Cash Received from Interest		2,229		2,287	
Cash Paid to Vendors and Employees		(476,910)		(694,201)	
Net Cash Used by Operating Activities (Note 7)		(123,295)		(17,431)	
CASH FLOWS FROM INVESTING ACTIVITIES					
Net Sale (Purchase) of Investment in Certificates of Deposits		24,895		(12,601)	
Purchase of Fixed Assets		(4,532)		(1,558)	
Net Cash Provided (Used) by Investing Activities		20,363		(14,159)	
CASH FLOWS FROM FINANCING ACTIVITIES					
Proceeds from Paycheck Protection Loan (Note 11)		55,000			
Net Decrease in Cash for the Year		(47,932)		(31,590)	
CASH AT BEGINNING OF YEAR		164,962		196,552	
CASH AT END OF YEAR	\$	117,030	\$	164,962	

#### Notes to the Financial Statements September 30, 2020

#### Note 1. Organization

Kilauea Point Natural History Association dba Friends of Kaua'i Wildlife Refuges (KPNHA) (the Association) is a Hawaii Non-Profit Corporation incorporated in November 1983 to promote better understanding, appreciation, and conservation of the natural history and environment of Kauai's National Wildlife Refuges. KPNHA cooperates with the U.S. Fish and Wildlife Service to:

- Foster educational, interpretive, scientific and other activities appropriate to the goals and objectives of the Kaua'i National Wildlife Refuge Complex for the benefit of the public.
- Purchase or produce and make available to Refuge visitors, by sales or free distribution, suitable interpretive and educational material such as books, pamphlets, posters, slides, photographs, maps and other items of interest, to promote the Association's goals and to increase the visitors' understanding of the surrounding natural environment and natural history.
- Acquire books, films, recordings and other materials for use in interpretive programs
  which may be donated to the U.S. Fish and Wildlife Service and assist them in carrying
  out such programs.

#### Note 2. Summary of Significant Accounting Policies

*Method of Accounting:* KPNHA uses the accrual basis of accounting. Under this method of accounting, revenue is recognized when earned rather than when received and expenses are recognized when incurred rather than when paid.

Cash and Cash Equivalents: For purposes of the statements of cash flows, KPNHA considers all highly liquid investments with maturities of three months or less to be cash equivalents. KPNHA places the majority of its cash balances with major Hawaii-based financial institutions. As of September 30, 2020, and 2019, aggregate cash balances per bank were within federally insured limits. During 2020, the Organization adopted ASU 2016-18, Statement of Cash Flows (Topic 230): Restricted Cash. Management believes that the adoption of the new accounting standard had no effect on the statement of cash flows as the Organization does not have any restrictions on cash and cash equivalents.

*Fixed Assets:* It is the Association's policy to capitalize all property and equipment in excess of \$500 and a useful life greater than one year. Property and equipment are stated at cost or, if donated, at the approximate fair value at the date of donation. Depreciation is computed using the straight-line method over the estimated useful lives of 5 to 7 years.

*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 certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

*Inventory:* Inventory consists of books and other supplies, and is recorded at the lower of cost, determined on the first-in, first-out method, or market.

Notes to the Financial Statements September 30, 2020

#### Note 2. Summary of Significant Accounting Policies (Continued)

Revenue Recognition: Contributions received are recorded as with or without donor restrictions, depending on the existence and/or nature of any donor restrictions (see Note 5). Unconditional promises to donate due in the next year are reflected as current promises to give and are recorded at their net realizable value. Grants and other contributions of cash are reported as with donor restrictions if they are received with donor stipulations that limit the use of the donated assets. When the donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, donor restricted net assets are reclassified to without donor restricted net assets and reported in the statements of activities as net assets released from restrictions. If a donation is received during the year with donor restrictions and that restriction is met during the year, it is reported as without restrictions on the statement of activities and changes in net assets.

The Association has analyzed the provisions of the FASB's ASC Topic 606, *Revenue from Contracts with Customers*, and ASU 2018-08, Not-for-Profit Entities (Topic 958) *Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*, and has concluded that no changes are necessary to conform to the new standard. Performance obligation related to program services and grant revenue are recognized as the expenses occurred or the services have been provided throughout the year. Other revenues and donations do not have a specific performance obligation and are generally earned when received.

Income Tax Status: KPNHA is exempt from federal income taxes under Section 501 (c)(3) of the Internal Revenue Code, any income from activities not directly related to its tax-exempt purpose may be subject to taxation as unrelated business income. In addition, since KPNHA has been classified as an association that is not a private foundation under Section 509(a)(2), certain financial and other assistance provided to KPNHA would qualify for the charitable contribution deduction under Section 170(b)(I)(A).

Functional Expenses: The financial statements include Statement of Functional Expenses for the year ended September 30, 2020. Functional expenses are allocated to program related and administrative functions. Most expenses are allocated directly to the program or support services benefited. Certain expenses are allocated using a percentage base.

*Advertising:* The Organization expenses advertising costs when they occur. Total advertising costs were \$410 and \$200 for the years ending September 30, 2020 and 2019, respectively.

#### Note 3. U.S. Fish and Wildlife Service Affiliation

*U.S. Fish and Wildlife Service Affiliation*: The U.S. Fish and Wildlife Service (Service) authorized the KPNHA to use the facilities at the Kilauea Point Visitor Center to sell and distribute educational and interpretive materials for the benefit of the visiting public.

The facilities are made available to the Association at no charge. The fair market value of this grant has not been reflected in the financial statements. The Service has the right to terminate this agreement at anytime upon 60 days written notice.

Notes to the Financial Statements September 30, 2020

#### Note 4. Pension Plan

The Association has adopted a Savings Incentive Match Plan for Employees of Small Employers (SIMPLE) covering all employees meeting the eligibility requirements. The Association contributes a matching contribution to each eligible employee's SIMPLE IRA equal to the employee's salary reduction up to a limit of 3% of the employee's compensation for the year. During the year ended September 30, 2020 and 2019, KPNHA contributed \$838 and \$3,446 into the pension plan, respectively.

#### Note 5. Net Assets

In accordance with FASB ASU 2016-14, Not-for-Profit Entities (Topic 958) – *Presentation of Financial Statements of Not-for-Profit Entities*, the Association is required to report information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions.

Net assets without donor restrictions include all resources that are not subject to donor-imposed stipulations or contributions with donor-imposed restrictions that are met during the same year as the contribution is made. Net assets without donor restrictions denoted as property and equipment represent equity in such property and equipment. Included in net assets without donor restrictions are Board Designated net assets. Board Designated net assets without donor restrictions consist of the following at September 30:

	2020	2019		
\$	28,149	\$	39,149	
	9,619		9,619	
\$	37,768	\$	48,768	
•	\$	\$ 28,149 9,619	\$ 28,149 \$ 9,619	

Net assets with donor restrictions include amounts that the donor subjects to restrictions in perpetuity and amounts subject to legal or donor-imposed stipulations that may or will be met either by actions of the Association and/or passage of time. Net assets with donor restrictions consist of the following at September 30:

	2020	2019		
Light House Maintenance	\$ 23,352	\$	20,780	
Huleia NWR Kayak Fees	7,960		7,960	
Birds of Kilauea Point Book Project	3,861		-	
	\$ 35,173	\$	28,740	

Notes to the Financial Statements September 30, 2020

#### Note 6. Income Tax Positions

Kilauea Point Natural History Association dba Friends of Kaua'i Wildlife Refuges adopted the provisions of ASC 740, Income Taxes, on October 1, 2008. As required by the uncertain tax position guidance in ASC 740, Kilauea Point Natural History Association would recognize the financial statement benefit of a tax position only after determining that the relevant tax authority would more likely than not sustain the position after an audit. At the adoption date, Kilauea Point Natural History Association applied the uncertain tax position guidance in ASC 740 to all tax positions for which the statute of limitations has remained open, including KPNHA's status as a tax-exempt organization and its lack of unrelated business income. As a result of the implementation of the uncertain tax position guidance in ASC 740, Kilauea Point Natural History Association has not recognized an additional liability for unrecognized tax benefits nor any interest or penalties as of September 30, 2020. Management does not anticipate that this will change significantly in the next twelve months.

KPNHA files income tax returns in the U. S. federal jurisdiction and the State of Hawaii. Tax regulations within each jurisdiction are subject to interpretation of the related tax laws and regulations and require significant judgment to apply. With few exceptions, the Organization is no longer subject to U.S. federal, state and local, or non-U.S. income tax examinations by tax authorities for years before 2017.

Note 7. Reconciliation of Change in Assets with Net Cash Used by Operating Activities

	(Uı	naudited) 2020	(Aı	Audited) 2019	
Change in Net Assets	\$	(118,633)	\$	(26,823)	
Add Depreciation		1,516		1,694	
Adjustments to Reconcile:					
Change in Inventory		(3,329)		1,048	
Change in Accounts Payable		(4,672)		1,101	
Change in Accrued Payroll and Related Expenses		1,823		5,549	
Net Change Used by Operating Activities	\$	(123,295)	\$	(17,431)	

#### Notes to the Financial Statements September 30, 2020

#### Note 8. Liquidity and Availability of Financial Assets

Management's policy is to structure its financial assets to be available as its general expenditures, liabilities and other obligations come due.

Financial Assets at September 30, 2020	\$ 117,030
Less those unavailable to general expenditures	
within one year due to:	
Restricted by Donor with purpose restrictions	(35,173)
Financial assets available to meet cash needs for	
general expenditures within one year	\$ 81,857

#### Note 9. Fair Value Measurements

This fair value hierarchy consists of three broad levels:

- Level 1 inputs consist of unadjusted quoted prices in active markets such as stock exchanges for identical assets and have the highest priority.
- Level 2 inputs consist of significant other observable inputs such as quoted prices for similar assets and liabilities in active markets, and inputs that are observable for the asset and liability, either directly or indirectly, for substantially the full term of the financial instrument.
- Level 3 inputs consist of significant unobservable inputs and include situations where there is little, if any, market activity for the investment. The inputs require significant judgment or estimates, such as those associated with discounted cash flow methodologies and appraisals.

Fair values of assets measured on a recurring basis are as follows, there are no liabilities or other assets measured at fair value on a recurring or non-recurring basis.

Assets	_	tal as of ber 30, 2020	Quoted Prices Level 1		Othe	Significant Other Inputs Level 2		ficant Non- vable Inputs Level 3					
Certificates of Deposit	\$	110,206	\$	110,206	\$	\$ -		\$ -		_			
	Т.	4-1 C	0	-4-1 D.:	_	ificant	_	ficant Non-					
Assets					Total as of September 30, 2019		~		oted Prices Level 1		Other Inputs Level 2		vable Inputs Level 3
Certificates of Deposit	\$	135,101	\$	135,101	\$	-	\$	-					

The fair value of the certificates of deposit is determined by reference to statements received from the financial institution holding the certificates of deposit.

#### Notes to the Financial Statements September 30, 2020

#### Note 10. Subsequent Events

Subsequent to the year end the outbreak of COVID-19 pandemic was still ongoing. At the time these financial statements were available to be issued the situation remained very volatile and the full effect of the pandemic on the operations of the Association could not be determined.

In preparing these financial statements, KPNHA has evaluated events and transactions for potential recognition or disclosure through March 15, 2021, the date the financial statements were available to be issued

#### Note 11. Payroll Protection Program Loan

On May 1, 2020, the Association received loan proceeds in the amount of \$55,000 under the Paycheck Protection Program ("PPP"). The PPP, established as part of the Coronavirus Aid, Relief and Economic Security Act ("CARES Act"), provides for loans to qualifying businesses for amounts up to 2.5 times of the average monthly payroll expenses of the qualifying business. The loans and accrued interest are forgivable as long as the borrower uses the loan proceeds for eligible purposes, including payroll, benefits, rent and utilities, and maintains its payroll levels. The amount of loan forgiveness can be reduced if the borrower terminates employees or reduces salaries over the period.

The unforgiven portion of the PPP loan is payable over two years at an interest rate of 1%, with a deferral of payments for the first six months. The Association intends to use the proceeds for purposes consistent with the PPP and therefore plans to meet the conditions for forgiveness of the loan. Until the bank has forgiven the indebtedness in whole or in part, the Association will maintain the loan balance on the balance sheet accordingly.

#### Note 12. Donated Services, Goods and Facilities

Donated services, goods and facilities are recognized as contributions in accordance with FASB ASC 958-605-25-16, *Accounting for Contributions Received and Contributions Made*. Contributions of donated noncash assets are recorded at their fair values in the period received. Donated professional services are reflected in the statement of activities at their fair value at the date of donation. The contribution of services are recognized if the services (a) create or enhance non-financial assets or (b) require specialized skills, are performed by people with those skills, and would otherwise be purchased by the Association. During the year ended September 30, 2020 and 2019, the Association recognized \$1,450 and \$1,500 in in-kind donations, respectively.

#### Note 13. Recent Accounting Pronouncements

In February 2016, the FASB issued ASU 2016-02, Leases, which supersedes FASB Accounting Standards Codification (ASC) Topic 840, Leases, and makes other conforming amendments to U.S. GAAP. ASU 2016-02, requires, among other changes to the lease accounting guidance, lessees to recognize most leases on the balance sheet via a right-of-use asset and lease liability as well as additional qualitative and quantitative disclosures. ASU 2016-02 is effective for entity fiscal years beginning after December 15, 2020, but permits early adoption, and mandates a modified retrospective transition method. The provisions are effective for the Association's fiscal year ending September 30, 2022. Management is currently evaluating the impact that the adoption of these provisions will have on the financial statements, but expects ASU 2016-02 to add significant right-of-use assets and lease liabilities to the statement of financial position.