Keokuk Area Community Foundation

Financial Statements

December 31, 2020

Contents

	Page
Independent Accountant's Review Report	1
Financial Statements	
Statement of Financial Position	2
Statement of Activities	3
Statement of Functional Expenses	4
Statement of Cash Flows	5
Notes to Financial Statements	6 - 15



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Independent Accountant's Review Report

Board of Directors Keokuk Area Community Foundation Keokuk, Iowa

We have reviewed the accompanying financial statements of Keokuk Area Community Foundation (Foundation) (a nonprofit organization), 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 financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of Foundation 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 on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require 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 States 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.

CPA Associates PC

August 25, 2021

Keokuk Area Community Foundation Statement of Financial Position December 31, 2020

Assets	
Cash and cash equivalents Greater Cedar Rapids Community Foundation deposit Investments Unconditional promises to give	\$ 285,567 5,387,081 12,308,589 <u>26,753</u> \$ 18,007,990
Liabilities and Net Assets	
Liabilities Accrued expenses Funds held for others Long term debt	\$ 6,569 1,846,277 <u>12,100</u> <u>1,864,946</u>
Net assets Without donor restrictions Operating Quasi-endowed Total net assets without donor restrictions With donor restrictions Total net assets	24,195 <u>708,953</u> 733,148 <u>15,409,896</u> <u>16,143,044</u> \$ <u>18,007,990</u>

Keokuk Area Community Foundation Statement of Activities Year Ended December 31, 2020

	Without Donor <u>Restrictions</u>		Donor		Donor		Donor		Donor		Donor		Donor		Donor		With Donor <u>Restrictions</u>	Total	_
Revenues and Other Support																			
Contributions	\$2,	725	\$ 5,056,384	\$ 5,059,109)														
Investment return, net of investment advisory																			
expense of \$53,977	1,	502	2,504,275	2,505,777	7														
Investment return from Greater Cedar Rapids																			
Community Foundation deposit, net of																			
investment advisory expense of \$4,968	,	921	267,587	316,508															
Administrative fees		054	-	4,054															
	57,	202	7,828,246	7,885,448	3														
Net assets released from restrictions:	702	120	(702 120)																
Satisfaction of program restrictions	<u> </u>		(703,120)	-	-														
Total revenues and other support	760,	<u>322</u>	7,125,126	7,885,448	<u>5</u>														
Expenses																			
Program services	660,	436	-	660,436	5														
Supporting activities	119,	898	-	119,898	3														
Fundraising activities		<u>955</u>		28,955	_														
Total expenses	809,	<u>289</u>		809,289)														
Change in net assets	(48,	967)	7,125,126	7,076,159)														
Net assets, beginning of year	782,	<u>115</u>	8,284,770	9,066,885	5														
Net assets, end of year	\$ <u>733</u> ,	148	\$ <u>15,409,896</u>	\$ <u>16,143,044</u>	1														

Keokuk Area Community Foundation Statement of Functional Expenses Year Ended December 31, 2020

	Program Services	pporting ctivities	ndraising ctivities		Total
Grants and scholarships awarded	\$ 616,375	\$ -	\$ -	\$	616,375
External administrative fees	12,133	19,639	-		31,772
Insurance	-	8,437	-		8,437
Office expense	2,416	24,094	3,973		30,483
Payroll taxes	1,261	3,657	1,387		6,305
Professional fees	-	30,988	-		30,988
Promotion expense	-	-	2,055		2,055
Wages	28,251	32,932	21,234		82,417
Travel	 	 151	 306	_	457
	\$ 660,436	\$ 119,898	\$ 28,955	\$	809,289

Keokuk Area Community Foundation Statement of Cash Flows Year Ended December 31, 2020

Cash Flows From Operating Activities Change in net assets Adjustments to reconcile change in net assets to net cash used by operating activities:	\$	7,076,159
Donated securities		(3,847,472)
Realized gain on investments		(279,139)
Unrealized gain on investments		(2,177,143)
Contributions restricted by donor for temporary endowment		(1,046,368)
(Increase) decrease in:		
Greater Cedar Rapids Community Foundation deposit		(292,178)
Unconditional promises to give		20,889
Increase (decrease) in: Accrued expenses		657
Funds held for others		(13,443)
Net cash used by operating activities	_	(558,038)
Cash Flows From Investing Activities Purchases of investments		(12, 700, 004)
Purchases of investments Proceeds from the sale of investments		(12,780,884) <u>9,788,615</u>
Net cash used by investing activities	-	(2,992,269)
Net cush used by investing derivities	-	(2,332,205)
Cash Flows From Financing Activities		
Proceeds from contributions restricted by donor for temporary endowment		1,046,368
Proceeds from long-term borrowings	_	12,100
Net cash provided by financing activities	-	1,058,468
Net decrease in cash and cash equivalents		(2,491,839)
Cash and cash equivalents, beginning of year	-	2,777,406
Cash and cash equivalents, end of year	\$ <u>_</u>	285,567
Supplemental Schedule of Noncash Activities Donated securities	\$	3,847,472

Note 1. Statement of Purpose and Nature of Business

Keokuk Area Community Foundation (Foundation), an Iowa nonprofit corporation, was created in October 2004 as a community foundation for the purpose of receiving gifts and bequests to provide support for charitable enterprises in the Tri-State Area (Iowa, Missouri, and Illinois). The Foundation provides grants to various organizations in the Tri-State Area to help foster and promote public, charitable, scientific, literary, and educational activities. The Foundation has approved affiliation agreements with the Community Foundation of Des Moines County (CFDMC) and the North Lee County Foundation (NLCF).

Note 2. Summary of Significant Accounting Policies

Basis of Accounting

The financial statements of the Foundation have been prepared on the accrual basis of accounting.

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 and the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates. Significant estimates which are particularly susceptible to change in a short period of time relate to the allowance for uncollectible promises to give and valuation of level 3 fair value investments. Actual results could differ from those estimates.

Cash and Cash Equivalents

For purposes of the Statement of Cash Flows, the Foundation considers all highly liquid investments with an initial maturity of three months or less to be cash and cash equivalents. As of December 31, 2020, the Foundation had cash and cash equivalents of \$37,093 and \$215,439 that is held for others and restricted, respectively.

Community Foundation Deposit

Based on Financial Accounting Standards Board's Accounting Standards Codification (Professional Standards), the Foundation has recorded a deposit for the total assets that have been transferred to the Greater Cedar Rapids Community Foundation (GCRCF), since the Foundation was both the resource provider and beneficiary. At December 31, 2020, the Community Foundation deposit is recorded at fair value based on the underlying value of the investment pool managed by GCRCF. The change in the deposit consists of the Foundation's share of investment income, unrealized gains and losses, and investment advisory fees, and is shown as an increase in net assets without donor restrictions or net assets with donor restrictions based on the underlying fund designations. Annually, the Foundation's board of directors, or donors for donor-advised funds, have the authority to request distributions of 4.5% of the average fund balance. For the year ended December 31, 2020, the Foundation received distributions of \$145,539 from GCRCF.

Note 2. Summary of Significant Accounting Policies (continued)

Investment Valuation and Income Recognition

The Foundation's investments are reported at fair value. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction. See Note 6 for discussion of fair value measurement.

Purchases and sales of securities are recorded on a trade-date basis. Interest income is recorded on the accrual basis. Dividends are recorded on the ex-dividend date. Net investment return includes the Foundation's gains and losses on investments bought and sold as well as held during the year.

Conditional Promises to Give

Conditional promises to give, where the donor has placed a condition on the gift that the ultimate transfer of the assets or promise to give is contingent on a future and uncertain event, are not recorded as contributions until the condition is met. The Foundation has received notice of donors' intention to gift through estates totaling \$950,000 as of December 31, 2020.

Unconditional Promises to Give

Unconditional promises to give are recognized as revenue in the period received. The Foundation uses the allowance method to determine uncollectible promises to give. The allowance is based on management's analysis of specific promises made. Promises that remain uncollected more than one year after their due dates are written off unless the donors indicate that payment is merely postponed.

Funds Held for Others

The Foundation acts as an agent for certain unrelated charitable organizations. As of December 31, 2020, the total amount of the funds held on behalf of these organizations has been reflected on the Statement of Financial Position as follows:

Cash and cash equivalents	\$	37,093
GCRCF deposit		758,613
Investments	_1	,050,571
	\$ <u>1</u>	,846,277

These funds do not have an impact on the Statement of Activities, and all activities on the Statement of Cash Flows are within the operating section.

Support and Contributions

Contributions received are recorded as net assets without donor restrictions or net assets with donor restrictions, depending on the existence and/or nature of any donor restrictions.

Support that is restricted by the donor is reported as an increase in net assets with donor restrictions. 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.

Note 2. Summary of Significant Accounting Policies (continued)

Income Tax Status

The Foundation is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code and a similar section of the Code of Iowa. It has been classified as an organization that is not a private foundation under Section 509(a)(2) of the Internal Revenue Code and qualifies for the fifty percent (50%) charitable contributions deduction of individual donors. The Foundation has open tax years for the three years prior to December 31, 2020.

Expense Allocation

Directly identifiable expenses are charged to program services and supporting activities. Expenses related to more than one function are charged to program services and activities services based on management's estimated time allocation. Supporting activities expenses include those expenses that are not directly identifiable with any other specific function but provide for the overall support and direction of the Foundation.

Concentration of Credit Risk

The Foundation invests in various investment securities through five brokerage accounts and the Greater Cedar Rapids Community Foundation. Investment securities are exposed to various risks such as interest rate, market, and credit risks. Due to the level of risk associated with certain investment securities, it is at least reasonably possible that changes in the values of investment securities will occur in the near term and such changes could materially affect the amounts reported in the Statement of Financial Position. In addition, the Foundation maintains deposits in excess of federally-insured limits and in uninsured money market accounts. These amounts vary on a daily basis.

Subsequent Events

The Foundation performed an evaluation of subsequent events through August 25, 2021, which is the date the financial statements were available to be issued. There are no subsequent events that require disclosure or recognition in the financial statements as of December 31, 2020.

Note 3. Long-term Debt

The Foundation entered into a \$12,100 loan with Connection Bank through the United States of America Small Business Administration (SBA) economic stimulus program. The loan requires the Foundation to expend the proceeds on payroll and other eligible costs and allows for the Foundation to apply for forgiveness after the twenty-four week cover period. The loan is due in monthly installments with a one percent interest rate, if not forgiven by the SBA. The Foundation has applied for full forgiveness of the loan, but as of the report date, the forgiveness application has not been processed by the SBA.

Future maturities of long-term debt are as follows:

Years Ending December 31,		
2021	\$	5,288
2022		6,812
	\$ <u></u>	12,100

Note 4. Unconditional Promises to Give

The Foundation is currently conducting a fundraising campaign to generate funds to support the Foundation's annual grant program for community nonprofit organizations. As of December 31, 2020, promises to give of \$54,774 are included in net assets with donor restrictions.

As of December 31, 2020, unconditional promises to give consist of amounts due as follows:

Years Ending December 31,		
2021	\$	17,944
2022		17,944
2023		10,943
2024		7,943
Total promises to give		54,774
Less allowance for uncollectible promises		(26,083)
Less discount to present value	_	(1,938)
	\$	26,753

The Foundation uses the allowance method to determine uncollectible promises to give. The allowance is based on management's analysis of specific promises made.

Promises to give due in more than one year are reflected at the present value of estimated future cash flows using a discount rate of 3.25%.

Note 5. Investments

The Foundation carries investments in marketable securities with readily determinable fair values and all investments in debt securities at their fair values in the Statement of Financial Position. Unrealized gains and losses are included in the change in net assets in the accompanying Statement of Activities.

The following schedule summarizes the investment return and its classification in the Statement of Activities for the year ended December 31, 2020:

]	Vithout Donor trictions	<u>R</u>	With Donor estrictions		Total
Dividends and interest Realized gains (losses) Unrealized gains (losses) Investment advisory expenses	\$	1,502 - - -	\$	101,970 279,139 2,177,143 (53,977)	\$ -	103,472 279,139 2,177,143 (53,977)
	\$ <u> </u>	1,502	\$_	2,504,275	\$_	2,505,777

Note 6. Fair Value Measurement

Financial Accounting Standards Board's Accounting Standards Codification (Professional Standards) establishes a framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements). The three levels of the fair value hierarchy under Professional Standards 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 Foundation has the ability to access
- Level 2 Inputs to the valuation methodology include:
 - quoted prices for similar assets and liabilities in active markets
 - quoted prices for identical or similar assets and liabilities in inactive markets
 - inputs other than quoted prices that are observable for the asset or liability
 - inputs that are derived principally from or corroborated by observable market data by correlation or other means

If the asset or liability 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 or liability'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 methodology used for assets measured at fair value:

Cash and cash equivalents and mutual funds:

Valued at the net asset value (NAV) of shares held by the Foundation at year end

Common stocks:

Valued at the closing price reported on the active or inactive market on which the individual securities are traded

Debt instruments:

Value is based on over-the-counter pricing for investments that are not in an active market with daily trades or a pricing matrix

Structured investments:

Value is based on the value, volatility and dividend yield, as applicable, of the underlying index and the securities comprising the underlying index, interest and yield rates, time remaining to maturity, geopolitical conditions and economic, financial, political and regulatory or judicial events and the issuer's internal credit ratings or credit spreads

Greater Cedar Rapids Community Foundation deposit:

Valued at the underlying prorated fair value of the investment pool managed by GCRCF

Note 6. Fair Value Measurement (continued)

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 Foundation believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

The following table sets forth by level, within the fair value hierarchy, the Foundation's financial assets at fair value as of December 31, 2020:

	Level 1	Level 2	Level 3	Total
Greater Cedar Rapids Community Foundation deposit	\$ <u> </u>	\$ <u>5,387,081</u>	\$	\$ <u>5,387,081</u>
Investments Cash and cash equivalents	759,181	-	-	759,181
Mutual funds Fixed income International fixed income International equity Growth Value Blend	1,701,711 46,151 379,740 1,960,858 469,594 1,343,221 281,844	- - - - -	- - - - -	1,701,711 46,151 379,740 1,960,858 469,594 1,343,221 281,844
Real estate Other	381,844 70,764	-	-	381,844 70,764
Debt instruments US treasury securities	-	65,224	-	65,224
Common stocks Consumer discretionary Consumer staples Financials Health care Information technology Industrials Materials Real estate Utilities Other Structured investments	281,914 235,266 25,291 22,195 640,041 1,243,116 187,673 5,032 5,109 8,774 771,145		- - - - - - - - - - - - - - - - - - -	$\begin{array}{r} 281,914\\ 235,266\\ 25,291\\ 22,195\\ 640,041\\ 1,243,116\\ 187,673\\ 5,032\\ 5,109\\ 8,774\\ 771,145\\ \underline{1,704,745}\end{array}$
Total investments	<u>10,538,620</u>	65,224	1,704,745	<u>12,308,589</u>
Total financial assets	\$ <u>10,538,620</u>	\$ <u>5,452,305</u>	\$ <u>1,704,745</u>	\$ <u>17,695,670</u>

Note 6. Fair Value Measurement (continued)

The table below presents a reconciliation for structured investments measured at fair value on a recurring basis using significant unobservable inputs (Level 3).

	Structured <u>Investments</u>
Balance, December 31, 2019 Purchases Unrealized gains (losses)	\$ - 1,595,000 <u>109,745</u>
Balance, December 31, 2020	\$ <u>1,704,745</u>

Note 7. Net Assets with Donor Restrictions

Net assets with donor restrictions are restricted for the following purposes:

Subject to expenditure for specified purpose:		
Family donor advised funds	\$	237,406
Other Foundation donor advised funds		161,734
Other CFDMC donor advised funds		28,700
Other NLCF donor advised funds	_	16,474
	_	444,314
Subject to organization spending policy and appropriation:		
Foundation agency friends funds		106,445
Foundation designated funds		617,089
Foundation endowed donor advised funds		1,513,076
Foundation grant funds		318,702
Other Foundation endowment funds		1,354,373
CFDMC agency friends funds		86,250
CFDMC designated funds		565,621
CFDMC endowed donor advised funds		539,027
CFDMC field of interest funds		209,706
Other CFDMC endowment funds		25,031
Matteson scholarship funds		5,523,918
NLCF agency friends funds		178,065
NLCF designated funds		2,797,754
NLCF endowed donor advised funds		603,434
NLCF grant funds	-	527,091
-	_	14,965,582
Total net assets with donor restrictions	\$_	15,409,896

Note 7. Net Assets with Donor Restrictions (continued)

Net assets were released from donor restriction by incurring expenses satisfying the restricted purposes or by occurrence of other events specified by donors.

Purpose restrictions accomplished	
Grants	\$ 534,990
Grant administration fees	87,014
Transfer to Foundation for grants and fees	69,981
CFDMC fund fees	4,175
NLCF fund fees	 6,960
	\$ 703,120

Note 8. Endowment

The Foundation's endowment consists of approximately 124 funds established for a variety of grants. Its endowment includes both donor-restricted funds and funds designated by the Board of Directors to function as endowments. As required by Professional Standards, net assets associated with endowment funds, including funds designated by the Board of Directors to function as endowments, are classified and reported based on the existence or absence of donor-imposed restrictions.

The Board of Directors of the Foundation has interpreted the State Prudent Management of Institutional Funds Act (SPMIFA) as requiring the preservation of the fair value of the original gift as of the gift date of the donor-restricted endowment funds, absent explicit donor stipulations to the contrary. The donor-restricted endowment funds are classified as net assets with donor restrictions until those amounts are appropriated for expenditure by the Foundation in a manner consistent with the standards of prudence prescribed by SPMIFA. In accordance with SPMIFA, the Foundation considers the following factors in making a determination to appropriate or accumulate donorrestricted endowment funds:

- duration and preservation of the various funds
- purposes of the donor-restricted endowment funds
- general economic conditions
- actual net investment income earned in prior years
- the Foundation's investment policies
- donor advice

The Foundation has adopted investment and spending policies, approved by the Board of Directors, for endowment assets that attempt to provide funding to grants supported by its endowment funds while also maintaining the purchasing power of endowment assets. Accordingly, the investment process seeks to achieve a total rate of return of 7%. The endowment assets are invested up to 58% in equity funds with the balance invested in fixed income, alternative investments, real assets, and cash equivalents.

Note 8. Endowment (continued)

As of December 31, 2020, the endowment net asset composition by type of fund is as follows:

	Without Donor estrictions	D	Vith onor <u>ictions</u>		Total
Board designated endowment funds Donor restricted endowment funds	\$ 708,953		- 965,582		708,953 4 <u>,965,582</u>
Endowment net assets, end of year	\$ 708,953	\$ <u>14,9</u>	65,582	\$ <u>15</u>	5,674,535

For the year ended December 31, 2020, changes in the endowment net assets are as follows:

	<u>Re</u>	Without Donor estrictions	With Donor <u>Restrictions</u>	Total
Endowment net assets, beginning of year	\$	748,826	\$ 7,835,673	\$ 8,584,499
Investment return Investment return from GCRCF Investment management fees Contributions and unrestricted funds endowed		- 49,748 (827)	2,548,549 271,728 (58,117)	2,548,549 321,476 (58,944) 4,876,441
Appropriation of endowment assets for expenditure	_	- (88,794)	4,876,441 <u>(508,692</u>)	<u>(597,486</u>)
Endowment net assets, end of year	\$	708,953	\$ <u>14,965,582</u>	\$ <u>15,674,535</u>

Note 9. Availability and Liquidity

The following represents the Foundation's financial assets at December 31, 2020:

Financial assets at year end:	
Cash and cash equivalents	\$ 285,567
GCRCF deposit	5,387,081
Investments	12,308,589
Unconditional promises to give	26,753
Total financial assets	18,007,990
Less amounts not available to be used within one year:	
Funds held for others	1,846,277
Long term debt	12,100
Net assets with donor restrictions	15,409,896
Quasi-endowment established by the Board	708,953
	17,977,226
Financial assets available to meet general expenditures over	
the next twelve months	\$30,764

Note 9. Availability and Liquidity (continued)

The Foundation is substantially supported by restricted contributions. Because a donor's restriction requires resources to be used in a particular manner or in a future period, the Foundation must maintain sufficient resources to meet those responsibilities to its donors. Thus, financial assets may not be available for general expenditure within one year. The Foundation has a goal to maintain financial assets, which consist of cash and short-term investments, on hand to meet 90 days of normal operating expenses, which are, on average, approximately \$50,000. The Foundation has a policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due. In addition, as part of its liquidity management, the Foundation invests cash in excess of daily requirements in various short-term investments. Although the Foundation does not intend to spend from its quasi-endowment other than amounts appropriated for general expenditure as part of its annual budget approval and appropriation process, amounts from its quasi-endowment could be made available if necessary.

Note 10. Related Party Transactions

One of the Foundation's directors is President of a local bank. As of December 31, 2020, the Foundation has balances with the bank as follows:

Checking and saving accounts	\$	81,029
Investment account (fair value)	4	,153,612