

The Longmont Community Foundation

(a nonprofit Colorado corporation)

Longmont, Colorado

Financial Statements

December 31, 2017 and 2016

The Longmont Community Foundation

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Independent Auditor's Report

To the Board of Trustees
The Longmont Community Foundation
Longmont, Colorado

We have audited the accompanying financial statements of The Longmont Community Foundation (a nonprofit Colorado corporation), which comprise the statements of financial position as of December 31, 2017 and 2016, and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

The Organization's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits 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 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.

Independent Auditor's Report (continued)

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of The Longmont Community Foundation as of December 31, 2017 and 2016, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Supplementary Information

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

Brock and Company, CPAs, P.C.
Certified Public Accountants

Longmont, Colorado
July 30, 2018

The Longmont Community Foundation

Statements of Financial Position

December 31	2017	2016
ASSETS		
Cash and cash equivalents	\$ 1,190,057	\$ 1,878,406
Investments	11,916,103	9,513,014
Receivables	-	2,803
Prepaid expenses and other assets	22,874	24,880
Software, net	1,590	1,520
Total assets	<u>\$ 13,130,624</u>	<u>\$ 11,420,623</u>
LIABILITIES AND NET ASSETS		
Liabilities		
Grants payable	\$ 6,486	\$ 600
Accrued compensation and benefits	8,085	8,925
Assets held for agency funds	1,047,491	797,306
Total liabilities	<u>1,062,062</u>	<u>806,831</u>
Net Assets		
Unrestricted	7,446,328	6,553,483
Temporarily restricted	4,622,234	4,060,309
Total net assets	<u>12,068,562</u>	<u>10,613,792</u>
Total liabilities and net assets	<u>\$ 13,130,624</u>	<u>\$ 11,420,623</u>

The accompanying Notes are an integral
part of these financial statements

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The Longmont Community Foundation

Statements of Activities

Years ended December 31

2017

	Unrestricted	Temporarily Restricted	Total
Revenues, Gains and Other Support			
Contributions	\$ 1,311,822	\$ 228,630	\$ 1,540,452
Less: agency funds contributed	172,206	-	172,206
Net contributions	1,139,616	228,630	1,368,246
Interest and dividends	113,399	84,386	197,785
Management fees	13,575	-	13,575
Other revenue	2,621	-	2,621
Net unrealized investment gains	569,345	436,365	1,005,710
Net realized investment gains	167,789	135,057	302,846
Net assets released from restrictions	322,513	(322,513)	-
Total revenues, gains and other support	<u>2,328,858</u>	<u>561,925</u>	<u>2,890,783</u>
Expenses and Losses			
Grantmaking and program expenses	1,353,647	-	1,353,647
Less: agency funds grants	33,115	-	33,115
Net grantmaking and program expenses	1,320,532	-	1,320,532
Supporting services	86,355	-	86,355
Fundraising expenses	29,125	-	29,125
Net realized investment losses	-	-	-
Total expenses and losses	<u>1,436,013</u>	<u>-</u>	<u>1,436,013</u>
Change in Net Assets	<u>\$ 892,845</u>	<u>\$ 561,925</u>	<u>\$ 1,454,770</u>
Net Assets, Beginning of Year	6,553,483	4,060,309	10,613,792
Change in net assets	<u>892,845</u>	<u>561,925</u>	<u>1,454,770</u>
Net Assets, End of Year	<u>\$ 7,446,328</u>	<u>\$ 4,622,234</u>	<u>\$ 12,068,562</u>

2016

<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>
\$ 3,218,040	\$ 1,097,088	\$ 4,315,128
31,036	-	31,036
<u>3,187,004</u>	<u>1,097,088</u>	<u>4,284,092</u>
84,443	55,565	140,008
11,554	-	11,554
4,725	-	4,725
532,640	45,677	578,317
-	-	-
426,404	(426,404)	-
<u>4,246,770</u>	<u>771,926</u>	<u>5,018,696</u>
948,603	-	948,603
29,417	-	29,417
<u>919,186</u>	<u>-</u>	<u>919,186</u>
80,039	-	80,039
26,366	-	26,366
118,459	146,434	264,893
<u>1,144,049</u>	<u>146,434</u>	<u>1,290,483</u>
<u>\$ 3,102,721</u>	<u>\$ 625,492</u>	<u>\$ 3,728,213</u>
3,450,762	3,434,817	6,885,579
<u>3,102,721</u>	<u>625,492</u>	<u>3,728,213</u>
<u>\$ 6,553,483</u>	<u>\$ 4,060,309</u>	<u>\$ 10,613,792</u>

The accompanying Notes are an integral
part of these financial statements

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The Longmont Community Foundation

Statements of Cash Flows

Increase (Decrease) in Cash and Cash Equivalents

Years ended December 31	2017	2016
Cash Flows From Operating Activities		
Change in net assets	\$ 1,454,770	\$ 3,728,213
Adjustments to reconcile change in net assets to net cash provided by operating activities		
Net realized and unrealized gains on investments	(1,005,710)	(313,424)
Amortization	1,730	2,280
Increase (decrease) from changes in assets and liabilities		
Receivables	2,803	-
Prepaid expenses and other assets	2,006	(1,837)
Grants payable	5,886	60
Accrued compensation and benefits	(840)	(511)
Assets held for agency funds	250,185	27,656
Net cash provided by operating activities	<u>710,830</u>	<u>3,442,437</u>
Cash Flows From Investing Activities		
Net change in investments	(1,397,379)	(2,410,628)
Purchases of software	(1,800)	-
Net cash used by investing activities	<u>(1,399,179)</u>	<u>(2,410,628)</u>
Net Increase (Decrease) in Cash and Cash Equivalents	(688,349)	1,031,809
Cash and Cash Equivalents, Beginning of Year	<u>1,878,406</u>	<u>846,597</u>
Cash and Cash Equivalents, End of Year	<u>\$ 1,190,057</u>	<u>\$ 1,878,406</u>

The accompanying Notes are an integral
part of these financial statements

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The Longmont Community Foundation

Notes to Financial Statements

December 31, 2017

Note 1 – Summary of Significant Accounting Policies

Nature of Organization. The Longmont Community Foundation (the "Foundation") was established in 1988 to improve life in the St. Vrain Valley through philanthropy and charitable leadership. The Foundation receives gifts from individuals, foundations, and organizations and places them into individual funds that match the giving priorities of the donors.

The Foundation operated as an unincorporated affiliate of the Community Foundation of Northern Colorado until 2002, and thereafter, as an unincorporated affiliate of The Denver Foundation. In October 2013, the Foundation became a nonprofit corporation, and on August 31, 2014 separated from The Denver Foundation and commenced independent operations.

Basis of Presentation. The accompanying financial statements have been prepared on the accrual basis of accounting, whereby revenue is recorded when earned and expenses are recorded when grants are approved and materials or services are received.

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.

Net Asset Classification. The Foundation reports information regarding its financial position and activities in three classes of net assets - unrestricted, temporarily restricted, and permanently restricted - based upon existence or absence of donor-imposed restrictions.

Unrestricted Net Assets. Net assets not subject to donor-imposed restrictions, including donor-imposed endowment funds appropriated by the Board of Trustees for expenditure.

Temporarily Restricted Net Assets. Net assets subject to donor-imposed restrictions that may or will be met by the passage of time, including endowments funds subject to variance power.

Permanently Restricted Net Assets. Net assets subject to donor-imposed restrictions that will be maintained in perpetuity and not subject to variance power.

Interpretation of Relevant Law. The Board of Trustees has determined that a portion of the Foundation's net assets meet the definition of endowment funds under the Uniform Prudent Management of Institutional Funds Act of 2006 (UPMIFA), adopted by the State of Colorado in 2008. The Foundation is governed subject to the Articles of Incorporation and Bylaws for the Foundation and most contributions are received subject to the terms of the governing documents.

The Longmont Community Foundation

Notes to Financial Statements

December 31, 2017

Note 1 – Summary of Significant Accounting Policies (continued)

Under the terms of the Articles of Incorporation and Bylaws the Board of Trustees have a variance power to modify any restriction or condition on the distribution of funds for any specified charitable purpose or to specified organizations if, in the sole judgment, of the Board such restriction or condition becomes, in effect, unnecessary, incapable of fulfillment, or inconsistent with the charitable needs of the area served. In addition, pursuant to the terms of endowment fund agreements, the Foundation retains ultimate authority and control over the investment, expenditure, distribution and grants of principal and income from endowment funds. It is the expressed intention of the Foundation to honor the designations of donors; however, the Foundation reserves the right to exercise final control over such funds.

In accordance with UPMIFA, the Foundation considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds: (1) the duration and preservation of the endowment fund, (2) the purposes of the institution and the endowment funds, (3) general economic conditions, (4) the possible effect of inflation and deflation, (5) the expected total return from income and the appreciation of investments, (6) other resources of the Foundation, and (7) the Foundation's investment policies.

As a result of the ability to distribute principal, the Board of Trustees has determined that all contributions received subject to the Articles of Incorporation, Bylaws, terms of endowment fund agreements, and subject to UPMIFA, are classified as temporarily restricted until appropriated, at which time the appropriation is reclassified to unrestricted net assets. Contributions that are subject to other gift instruments may be recorded as permanently restricted, temporarily restricted or unrestricted, depending on the specific terms of the agreement. In addition, contributions that are promised to be given in a future period are presented as temporarily restricted until the payments are due.

Endowment Investment and Spending Policies. The Foundation has adopted investment and spending policies to provide a predictable stream of funding to programs supported by its endowment while seeking to maintain the purchasing power of the endowment assets. The Foundation's spending and investment policies work together to achieve this objective. The investment policy attempts to establish an achievable return objective through diversification of asset classes.

To satisfy its long-term rate-of-return objectives, the Foundation relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). The Foundation targets a diversified asset allocation that places a greater emphasis on equity-based investments to achieve its long-term return objectives within prudent risk parameters.

The spending policy calculates the amount of money annually distributed from the Foundation's various endowed funds, for grantmaking and administration. The current spending policy is to distribute an amount equal to 5% of the fund's total market value based on a three year rolling average. Accordingly, over the long term, the Foundation expects current spending policy to allow its endowment assets to grow annually.

The Longmont Community Foundation

Notes to Financial Statements

December 31, 2017

Note 1 – Summary of Significant Accounting Policies (continued)

This is consistent with the Foundation's objective to maintain the purchasing power of endowment assets as well as to provide additional real growth through new gifts and investment return.

Cash and Cash Equivalents. For purpose of the statement of cash flows, the Foundation considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

Investments. The Foundation's investments are stated 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 between market participants at the measurement date. The Investment Committee determines the Foundation's valuation policies utilizing information provided by the investment advisors and custodians.

The Foundation maintains investment pool accounts for its funds. Realized and unrealized gains and losses from securities in the investment pool account are allocated monthly to the individual funds based on the relationship of the market value of each fund to the total market value of the investment pool account, as adjusted for additions to or deductions from the account.

Fair Value Measurements. The Foundation reports using fair value measurements, which among other things requires enhanced disclosures about investments that are measured and reported at fair value and establishes a framework for measuring fair value. The 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 are described below:

- | | |
|---------|---|
| 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: <ul style="list-style-type: none">- Quoted prices for similar assets or liabilities in active markets;- Quoted prices for identical or similar assets or liabilities in- Inputs other than quoted prices that are observable for the asset- Inputs that are derived principally from or corroborated by market data by correlation or other means. <p>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</p> |
| Level 3 | Inputs to the valuation methodology are unobservable and significant to the fair value measurement. |

The Longmont Community Foundation

Notes to Financial Statements

December 31, 2017

Note 1 – Summary of Significant Accounting Policies (continued)

The asset's 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 measurements. 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 on a recurring basis:

Mutual Funds. Valued at the quoted net asset value ("NAV") of shares/units held by the Foundation at year end.

Debt and Equity Securities. The Foundation values securities with readily determinable market values at fair value as determined by quoted market prices on national securities exchanges valued at the closing price on the last business day of the fiscal year. Securities traded on the over-the-counter market are valued at the last reported bid price.

The methods described above may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while 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.

Investment securities, in general, are exposed to various risks, such as interest rate, credit, and overall market volatility. Due to the level of risk associated with certain long-term investments, it is reasonably possible that changes in the values of these investments will occur in the near term and that such changes could materially affect the amounts reported in the statement of financial position.

Software. Software is recorded at cost for purchased assets. Amortization is computed using the straight-line method over the estimated useful life of the assets which is three years for software. Amortization expense totaled \$1,730 and \$2,280 for the years ended December 31, 2017 and 2016, respectively.

Assets Held for Agency Funds. A fund established with a contribution from an organization for the benefit of the contributing organization is classified as an agency fund. The activity in agency funds is reported as a change in the liability "Assets Held for Agency Funds".

Contributions. Contributions, including unconditional promises to give (pledges), are recorded as received.

Pledges receivable are recorded at the amount the Foundation expects to receive, allowing for estimated uncollectible pledges. The allowance for uncollectible pledges is estimated based on management's review of specific pledges outstanding. Conditional promises to give are recognized when the conditions on which they depend are substantially met.

The Longmont Community Foundation

Notes to Financial Statements

December 31, 2017

Note 1 – Summary of Significant Accounting Policies (continued)

In-kind Contributions. Donated goods and equipment are recorded at estimated fair values as revenue and expense, or capitalized assets, depending on the nature of the donation. In-kind contributions are used to support the mission of the Foundation.

Functional Allocation of Expenses. Direct expenses have been allocated to the applicable program for which the expenses were incurred. Indirect expenses have been allocated between program and supporting services based on an analysis of personnel time and space utilized for the related activities.

Advertising. The Foundation expenses advertising costs as they are incurred. Advertising expenses for the years ended December 31, 2017 and 2016 were \$7,805 and \$6,412, respectively.

Income Taxes. The Foundation is a not-for-profit corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code and has been found not to be a private foundation under Internal Revenue Code.

For uncertain tax positions, the Foundation uses a more-likely-than-not recognition criteria before and separate from the measurement of a tax position. The Foundation recognizes the financial statement effects of a tax position when it is more likely than not, based on the technical merits, that the position will be sustained upon examination. With respect to the Foundation, this would primarily relate to the determination of unrelated business taxable income, and to the maintenance of its tax exempt status.

Management has evaluated the policies and procedures that have been implemented to provide assurance that income is properly characterized and activities that jeopardize its tax exempt status are within limits established under existing tax code and regulations. Management has determined the effects of uncertain tax positions are not material to the Foundation for recognition or disclosure in the accompanying financial statements and, accordingly, no income tax liability has been recorded for uncertain income tax positions in the accompanying financial statements.

All income tax years are open for examination. The 2014 tax year was the initial tax year for the Foundation. Additionally, penalties and interest may be assessed on income taxes that are delinquent.

Subsequent Events. Management evaluates events occurring subsequent to the date of the financial statements in determining the accounting for and disclosure of transactions and events that affect the financial statements. Subsequent events have been evaluated through July 30, 2018, which is the date the financial statements were available to be issued.

The Longmont Community Foundation

Notes to Financial Statements

December 31, 2017

Note 2 - Investments and Fair Value Measurements

The following summaries the Foundation's fair value of investments measured on a recurring using quoted prices in active markets for identical assets (level 1) inputs as of December 31:

	<u>2017</u>	<u>2016</u>
Investments		
Debt and Equity Securities		
US Large Cap Equities	\$ 5,221,784	\$ 3,717,446
US Mid Cap Equities	1,243,956	789,402
US Small Cap Equities	291,113	389,949
International Equities	548,865	692,609
High Yield Bonds	240,363	128,535
Intermediate Term Bond	1,224,733	1,139,986
Short Term Bond	1,071,045	971,569
World Bond	582,027	432,190
Municipal Bond	427,664	276,620
Treasury Inflation Protected	141,018	93,648
Real Estate Investment Trusts	149,634	144,834
Total debt and equity securities	<u>11,142,202</u>	<u>8,776,788</u>
Mutual Funds	<u>773,901</u>	<u>737,516</u>
	<u>\$ 11,916,103</u>	<u>\$ 9,514,304</u>

The availability of observable market data is monitored to assess the appropriate classification of financial instruments within the fair value hierarchy. Changes in economic conditions or model-based valuation techniques may require the transfer of financial instruments from one fair value level to another. In such instances, the transfer is reported at the beginning of the reporting period.

The Organization evaluated the significance of transfers between levels based upon the nature of the financial instruments and size of the transfer relative to total net assets available for benefits. For the years ended December 31, 2017 and 2016, there were no transfers in or out of levels 1, 2, or 3.

Investment earnings (losses) consisted of the following for the years ended December 31:

	<u>2017</u>	<u>2016</u>
Interest and dividends	\$ 197,785	\$ 140,008
Net realized investment gains (losses)	302,846	(264,893)
Net unrealized investment gains	1,005,710	578,317
	<u>1,506,341</u>	<u>453,432</u>
Investment fees	(27,258)	(23,653)
Net investment gains	<u>\$ 1,479,083</u>	<u>\$ 429,779</u>

The Foundation has been designated as a 60% remainder beneficiary in a charitable trust held by a bank. The beneficial interest in trusteed assets are not included above in total investments.

The Longmont Community Foundation

Notes to Financial Statements

December 31, 2017

Note 3 – Endowment Funds and Net Assets

Endowment net assets consisted of the following fund types at December 31, 2017:

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>
Donor designated			
Donor advised	\$ 6,633,776	\$ 2,639,483	\$ 9,273,259
Scholarship	58,289	303,531	361,820
Field of interest	5,525	609,452	614,977
Endowment net assets	<u>\$ 6,697,590</u>	<u>\$ 3,552,466</u>	<u>\$ 10,250,056</u>

In addition to endowment net assets, the Foundation also manages other non-endowed funds. The following summarizes all Foundation net assets as of December 31, 2017:

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>
Endowment funds	\$ 6,697,590	\$ 3,552,466	\$ 10,250,056
Non-endowment funds	748,738	1,069,768	1,818,506
Total net assets	<u>\$ 7,446,328</u>	<u>\$ 4,622,234</u>	<u>\$ 12,068,562</u>

Endowment net assets consisted of the following fund types at December 31, 2016:

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>
Donor designated			
Donor advised	\$ 5,661,239	\$ 2,439,913	\$ 8,101,152
Scholarship	35,390	204,323	239,713
Field of interest	5,400	566,813	572,213
Endowment net assets	<u>\$ 5,702,029</u>	<u>\$ 3,211,049</u>	<u>\$ 8,913,078</u>

In addition to endowment net assets, the Foundation also manages other non-endowed funds. The following summarizes all Foundation net assets as of December 31, 2016:

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>
Endowment funds	\$ 5,702,029	\$ 3,211,049	\$ 8,913,078
Non-endowment funds	851,454	849,260	1,700,714
Total net assets	<u>\$ 6,553,483</u>	<u>\$ 4,060,309</u>	<u>\$ 10,613,792</u>

The Longmont Community Foundation

Notes to Financial Statements

December 31, 2017

Note 3 – Endowment Funds and Net Assets (continued)

The following summarizes the changes in endowment net assets for the year ended December 31, 2017:

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>
Endowment net assets, January 1, 2017	\$ 5,702,029	\$ 3,211,049	\$ 8,913,078
Interest and dividends	107,735	61,566	169,301
Net realized and unrealized losses	702,285	430,467	1,132,752
Contributions	1,152,192	150,642	1,302,834
Appropriated for expenditure	(966,651)	(301,258)	(1,267,909)
Change in endowment net assets	<u>995,561</u>	<u>341,417</u>	<u>1,336,978</u>
Endowment net assets, December 31, 2017	<u>\$ 6,697,590</u>	<u>\$ 3,552,466</u>	<u>\$ 10,250,056</u>

The following summarizes the changes in endowment net assets for the year ended December 31, 2016:

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>
Endowment net assets, January 1, 2016	\$ 2,854,049	\$ 3,263,560	\$ 6,117,609
Interest and dividends	78,894	53,412	132,306
Net realized and unrealized gains	180,518	113,309	293,827
Contributions	3,188,900	36,484	3,225,384
Appropriated for expenditure	(600,332)	(254,532)	(854,864)
Net transfers to non-endowed funds	-	(1,184)	(1,184)
Change in endowment net assets	<u>2,847,980</u>	<u>(52,511)</u>	<u>2,795,469</u>
Endowment net assets, December 31, 2016	<u>\$ 5,702,029</u>	<u>\$ 3,211,049</u>	<u>\$ 8,913,078</u>

Note 4 – Operating Lease

The Foundation leases office space in Longmont, Colorado under a noncancelable operating lease. The lease requires monthly payments of \$1,910, subject to annual escalations, and expires in August 2022. Rent expense, including utilities, taxes, and parking, under the lease totaled \$32,895 and \$35,519 for the years ended December 31, 2017 and 2016, respectively.

The Longmont Community Foundation

Notes to Financial Statements

December 31, 2017

Note 4 – Operating Lease (continued)

Future annual minimum lease payments under the operating lease are as follows at December 31, 2017:

<u>Year</u>	<u>Total</u>
2018	\$ 23,866
2019	24,614
2020	25,341
2021	26,069
2022	17,702
	<u>\$ 117,592</u>

Note 5 – Retirement Plan

In January 2015, the Foundation established a retirement plan under Section 401(k) of the Internal Revenue Code. The plan requires matching contributions equal to 100% of employee salary deferrals up to 4% of employee compensation. Employees are eligible to participate at 18-years of age. The Foundation contributed \$3,508 and \$2,451 during the years ended December 31, 2017 and 2016, respectively.

Note 6 – Concentrations

Support. The Foundation receives predominantly all of its support and revenue from Longmont, Colorado and surrounding communities. In any year, it may receive large gifts from a limited number of donors who may vary from year to year.

Cash. The Foundation routinely maintains cash balances in excess of federally insured limits.

Investments. The Organization's investments subject to credit risk consist primarily of mutual funds. The credit risk is reduced by maintaining the investments in a variety of funds. The investment funds are held and managed by a single financial institution trustee.

The Longmont Community Foundation

Schedules of Functional Expenses

Years ended December 31

2017

	Program Services	Supporting Services		Total Expenses
		General and Administrative	Fundraising	
Grants	\$ 1,118,809	\$ -	\$ -	\$ 1,118,809
Salaries and wages	74,400	9,920	14,880	99,200
Investment fees	48,425	-	-	48,425
Rent	24,671	3,290	4,934	32,895
Information technology	-	27,258	-	27,258
Employee benefits	18,059	2,408	3,612	24,079
Legal and professional	-	23,597	-	23,597
Miscellaneous expenses	15,003	8,752	1,250	25,005
Payroll taxes	6,645	886	1,329	8,860
Advertising	4,683	3,122	-	7,805
Travel	3,732	1,066	533	5,331
Telephone and internet	795	318	2,067	3,180
Printing and postage	2,157	719	-	2,876
Office supplies	1,950	557	279	2,785
Amortization	-	1,730	-	1,730
Insurance	1,204	161	241	1,605
Dues and subscriptions	-	1,353	-	1,353
Professional development	-	1,220	-	1,220
Total expenses	<u>\$ 1,320,532</u>	<u>\$ 86,355</u>	<u>\$ 29,125</u>	<u>\$ 1,436,013</u>

2016

Program Services	Supporting Services		Total Expenses
	General and Administrative	Fundraising	
\$ 742,742	\$ -	\$ -	\$ 742,742
71,963	9,595	14,393	95,950
35,684	-	-	35,684
26,639	3,552	5,328	35,519
-	20,782	-	20,782
8,500	1,133	1,700	11,333
-	23,653	-	23,653
13,660	7,969	1,138	22,768
5,864	782	1,173	7,819
3,847	2,565	-	6,412
3,237	925	462	4,624
611	243	1,589	2,443
2,836	945	-	3,781
2,405	687	344	3,436
-	2,280	-	2,280
1,198	160	239	1,597
-	4,640	-	4,640
-	127	-	127
<u>\$ 919,186</u>	<u>\$ 80,039</u>	<u>\$ 26,366</u>	<u>\$ 1,025,590</u>