

**CANYONLANDS FIELD INSTITUTE, INC.**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED JUNE 30, 2015**

**CANYONLANDS FIELD INSTITUTE, INC.**  
**TABLE OF CONTENTS**  
**FOR THE YEAR ENDED JUNE 30, 2015**

	PAGE
<b><u>OPINION</u></b> Independent Accountants' Review Report	1
<b><u>FINANCIAL STATEMENTS</u></b>	
EXHIBIT A      Statement of Financial Position as of June 30, 2015	2
EXHIBIT B      Statement of Activities and Changes in Net Assets for the Year Ended June 30, 2015	3-4
EXHIBIT C      Statement of Cash Flows for the Year Ended June 30, 2015	5
Notes to the Financial Statements	6-12

# SMUIN, RICH & MARSING

CERTIFIED PUBLIC ACCOUNTANTS

294 East 100 South

Price, Utah 84501

Phone (435) 637-1203 • FAX (435) 637-8708

CRAIG G. SMUIN, C.P.A.  
R. KIRT RICH, C.P.A.  
GREG MARSING, C.P.A.  
DOUGLAS RASMUSSEN, C.P.A.

MEMBERS  
AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS  
UTAH ASSOCIATION OF CERTIFIED PUBLIC ACCOUNTANTS

## INDEPENDENT ACCOUNTANT'S REVIEW REPORT

Board of Directors  
Canyonlands Field Institute, Inc.  
Moab, Utah 84532

We have reviewed the accompanying financial statements of Canyonlands Field Institute, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2015, and the related statements of activities 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 the 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.

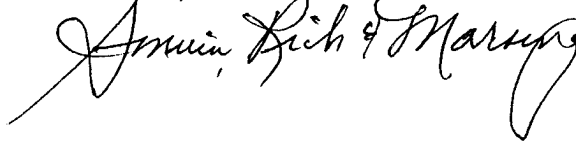
### **Accountant's Responsibility**

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 conformity with accounting principles generally accepted in the United States of America.

SMUIN, RICH & MARSING



Price, Utah

October 24, 2016

CANYONLANDS FIELD INSTITUTE, INC.  
STATEMENT OF FINANCIAL POSITION  
AS OF JUNE 30, 2015

	(UNRESTRICTED)
<u>ASSETS</u>	
CURRENT ASSETS:	
Cash and cash equivalents	\$ 15,780
Accounts receivables	4,647
Inventory	2,422
Prepaid insurance	10,251
	33,100
Total current assets	\$ 33,100
FIXED ASSETS:	
Vehicles	\$ 74,691
Equipment	15,613
Office equipment	14,045
Old camp improvements	74,833
Taylor ranch and camp relocation improvemets	178,953
Less: Accumulated depreciation	(171,908)
	186,227
Net fixed assets	\$ 186,227
OTHER ASSETS:	
Investment in river rights	\$ 72,000
	72,000
Total other assets	\$ 72,000
Total assets	\$ 291,327
<u>LIABILITIES AND NET ASSETS</u>	
CURRENT LIABILITIES:	
Accounts payable	\$ 38,797
Wages payable	10,755
Payroll taxes payable	7,442
Joy Investments note payable - current portion	6,000
Unearned revenue	6,986
	69,980
Total current liabilities	\$ 69,980
NONCURRENT LIABILITES:	
Joy Investments note payable	\$ 9,000
	9,000
Total noncurrent liabilities	\$ 9,000
Total liabilities	\$ 78,980
NET ASSETS:	
Unrestricted:	\$ 204,714
Temporary Restricted:	7,633
	212,347
Total net assets	\$ 212,347
Total liabilities and net assets	\$ 291,327

"The accompanying notes are an integral part of this statement."

**CANYONLANDS FIELD INSTITUTE, INC.**  
**STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS**  
**FOR THE YEAR ENDED JUNE 30, 2015**

	<u>(UNRESTRICTED)</u>
REVENUES:	
Donations	
Camp capital	\$ 25,652
Grants	36,729
Memberships	12,736
Plateau Society	87,683
Rainbow Trail fund	2,125
Stewardship fund	6,587
Educational Programs	
Land program revenue	152,006
River program revenue	105,301
Other revenue	
Cancellation revenue	460
Fund raisers	9,726
Rental	6,869
Souvenirs/T-Shirts	5,055
Credit Card Cash back Rewards	1,264
	<hr/>
Total revenues	\$ 452,193
COST OF SALES	
	<hr/>
Gross profit	\$ 447,655
EXPENSES:	
Payroll expense	\$ 185,256
Advertising	12,954
Finance and late fees	5,876
Merchant service fees	5,078
Conference and external training	480
Repairs and maintenance	18,651
Fuel	6,349
Fund raising expense	1,705
Insurance	23,311
Depreciation	18,201
License and fees	7,871
Payroll tax expense	22,667
Office supplies	5,537
Utilities	7,169
Cleaning, supplies building	4,307
Property lease	36,418
Postage and freight	5,332
Printing and design	5,029
Professional fees	5,010
Educational PG Serv. - outfitting/lodge/stipends/awards	14,652
Food	31,791
Telephone	4,357
Travel	5,650
Miscellaneous expenses	1,534
	<hr/>
Total expenses	\$ 435,185
OPERATING REVENUES (EXPENSES)	<hr/>
	\$ 12,470

"The accompanying notes are an integral part of this statement."

CANYONLANDS FIELD INSTITUTE, INC.  
STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS  
FOR THE YEAR ENDED JUNE 30, 2015

	<u>(UNRESTRICTED)</u>
OTHER INCOME (EXPENSES):	
Interest income	\$ 170
Interest expense	(2,148)
Gain on sale of equipment	2,267
Note forgiveness	30,000
BLM special fees	440
	<hr/>
Total other income (expenses)	\$ 30,729
EXCESS REVENUES (EXPENSES)	\$ 43,199
Net Asset, July 1, 2014	188,590
Prior period adjustment	(19,442)
	<hr/>
Net Assets June 30, 2015	<u>\$ 212,347</u>

"The accompanying notes are an integral part of this statement."

**CANYONLANDS FIELD INSTITUTE, INC.**  
**STATEMENT OF CASH FLOW**  
**FOR THE YEAR ENDED JUNE 30, 2015**

Cash flow from operating activities:		
Increase\decrease) in net position	\$	43,199
Adjustments to reconcile increase in net position to net cash provided by operating activities:		
Depreciation		18,201
Gain on sale of equipment		(2,667)
(Increase)\decrease) in operating assets:		
Accounts Receivable		926
Inventory		2,305
Prepaid expenses		(2,102)
Increase\decrease) in operating liabilities:		
Accrued liabilities		8,926
Accounts Payable		675
		<hr/>
Net cash provided\used) by operating activities	\$	69,463
Cash flows from investing activities:		
Proceeds from sale of equipment	\$	3,341
Acquisition of property, improvements and equipment		<u>(37,074)</u>
Net cash provided\used) by investing activities		(33,733)
Cash flows from financing activities:		
Forgiveness of debt	\$	(30,000)
Payments on debt		<u>(16,000)</u>
Net cash provided\used) by financing activities		<u>(46,000)</u>
Net increase\decrease) in cash and cash equivalents	\$	(10,270)
Cash and cash equivalents at beginning of year		<u>26,050</u>
Cash and cash equivalents at end of year	\$	<u><u>15,780</u></u>

Interest charged on debt obligations paid in cash for the year amounted to \$2,148.

No income taxes were paid during the year.

"The accompanying notes are an integral part of these financial statements."

**CANYONLANDS FIELD INSTITUTE, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED JUNE 30, 2015**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

This summary of significant accounting policies of Canyonlands Field Institute, Inc. (the Institute) is presented to assist in understanding the Institute's financial statements. The financial statements and notes are representations of the Institute's management. The accounting policies conform to generally accepted accounting principles and have been consistently applied in the preparation of the financial statements.

Business Activity:

Canyonlands Field Institute, Inc., (a nonprofit organization) was organized under the laws of the State of Utah during June 1984 and has a governing board. Operations are funded through private donations, fees for program activities, governmental grants and fund raising activities. The general purposes for which the corporation was formed are to operate exclusively for such charitable, scientific and educational purposes as will qualify it as a non-profit corporation under Section 16-6, Utah Code Annotated, 1953, as amended. Some of the more specific activities of this non-profit corporation is to serve the public as an educational center and resource for the study of natural, cultural and human resources, particularly related to the Colorado Plateau region and adjacent geographical locations: to provide a residential facility and resource center for visiting school groups; to provide for seminars, and other learning opportunities for adult and family groups in natural and cultural history, outdoor skill development, and personal growth; to maintain such other appropriate services and facilities, which will be helpful in promoting a better understanding of how people can live with and as a part of their natural environment.

Basis of Accounting

- A. Canyonlands Field Institute, Inc., prepares their financial statements on the accrual basis of accounting in accordance with generally accepted accounting principles. Revenue are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Contributions are recorded when received. All contributions are available for unrestricted use unless specifically restricted by donor.
- B. Restricted funds have been established to account for those resources available for use, but expendable only for the purposes specified for those funds.

Income Taxes

The organization is an exempt organization for Federal income tax purposes under section 501(c) (3) of the Internal Revenue Code and therefore has made no provision for Federal income taxes.



1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Cash Equivalents

For purposes of the statement of cash flows, Canyonlands Field Institute, Inc., considers all cash and other highly liquid investments with initial maturities of three months or less to be cash equivalents.

Capital Assets

Capital assets (leasehold improvements, equipment, and furniture and fixtures, vehicles) are recorded at cost or at estimated fair value at the date of gift. Donated items are reported as unrestricted support unless the donor has restricted the donated asset to a specific purpose. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during construction is capitalized. Depreciation is provided using the straight-line method over estimated useful lives of the assets.

Furniture and fixtures	5-7
Vehicles	5-10
Equipment	7-10
Improvements	10-15

Inventory

The inventory held by Canyonlands Field Institute Inc. is valued at cost or market whichever is lowest, and is comprised of hats, mugs and T-Shirts. The Institute uses the first-in, first-out (FIFO) inventory method when accounting for the value of these inventories.

Receivables

The accounts represented as entity accounts receivables by Canyonlands Field Institute consist mostly of activity fees for adult and youth educational programs. There has been no allowance for doubtful account setup due to the immaterial amount of receivables and the assurance of the collections of these receivables. Receivables are recorded on the accrual basis at current values.

Net Asset Balances

Unrestricted - The unrestricted net assets account pertains primarily to amounts that are not restricted to specific purposes.

Temporarily Restricted - The temporarily restricted net assets are funds that have been donated by "My Good Fund" to be used for the site plans, engineering, studies and improvement and construction of at the Taylor Ranch and camp areas.

2. FIXED ASSETS

	FIXED ASSETS, AT COST			
	Balance July 1, 2014	Additions	Adjustments and Retirements	Balance June 30, 2015
Office equipment	\$ 14,045			\$ 14,045
Equipment	97,376		\$ (81,763)	15,613
Old camp improvements			74,833	74,833
Taylor ranch & camp reloc		\$ 37,074	141,879	178,953
Vehicles	74,691			74,691
<b>Total fixed assets</b>	<b>\$ 186,112</b>	<b>\$ 37,074</b>	<b>\$ 134,949</b>	<b>\$ 358,135</b>

	ACCUMULATED DEPRECIATION			
	Balance July 1, 2014	Depreciation	Adjustments and Retirements	Balance June 30, 2015
Office equipment	\$ 10,376	\$ 1,412	\$ 26	\$ 11,814
Equipment	71,724	1,368	(60,746)	12,346
Old camp improvements		2,890	61,718	64,608
Taylor ranch & camp reloc		10,752	4,078	14,830
Vehicles	71,407	1,779	(4,876)	68,310
<b>Total accumulated depreciation</b>	<b>\$ 153,507</b>	<b>\$ 18,201</b>	<b>\$ 200</b>	<b>\$ 171,908</b>

During the current year the Institute changed categories of fixed assets. In prior years equipment and improvement was one category. During the year amounts have been taken out of equipment and improvements and shown in Old camp improvements. Also during the year Taylor Ranch & Camp relocation costs started to be depreciated.

Provision for depreciation of property and equipment is computed on the straight-line method. Depreciation is based on estimated useful lives of individual units or classes of property. The cost of maintenance and repairs of properties and renewals, which do not involve substantial betterment, are charged to expense as incurred. When an item of property is replaced and a substantial betterment results, the cost of the replaced property is retired and the cost of the new property is capitalized. At the time properties are retired or otherwise disposed of, the cost of the asset and related accumulated depreciation are removed from the accounts. Gains and losses therefore are reflected in the income statement. The Institute does not have a capitalization policy as of June 30, 2015, therefore all assets purchased that have a life of over one year, are determined to be capitalized and depreciated. No fixed assets have been purchased with restricted funds and therefore, the total amounts expended for fixed assets are recorded as unrestricted use.

3. **DEPOSITS**

Custodial Credit Risk – Deposits

The custodial credit risk for deposits is the risk that in the event of a bank failure, Canyonlands Field Institute deposits may not be recovered by federal depository insurance. Canyonlands Field Institute's only deposits are deposited in qualified depositories. Qualified depositories are any financial institutions whose deposits are insured, up to \$250,000 by a federal agency of the Federal Government, or insured by the National Credit Union Administration.

The deposits in the bank in excess of the insured amount are uninsured and uncollateralized. Canyonlands Field Institutes deposits at June 30, 2015, were \$17,045. Of these, no amounts were exposed to custodial credit risk as uninsured and uncollateralized.

	<u>Carrying Amount</u>	<u>Bank Balance</u>
Insured (FDIC, NCUA)	<u>\$ 15,780</u>	<u>\$ 17,045</u>

4. **PENSION PLAN**

As of June 30, 2015, Canyonlands Field Institute was not participating in any retirement program.

5. **COMPENSATED ABSENCES**

Compensated absences have been determined to be zero at the end of the fiscal year, according to guidelines outlined in the Institutes policies and procedures.

6. **NET ASSETS BALANCES**

UNRESTRICTED –

The unrestricted net assets account pertains primarily to amounts that are not designated for specific purposes.

TEMPORARILY RESTRICTED –

The temporarily restricted net assets account pertains to funds set aside for the future purchase of equipment, building or renovation of a facilities including field camp areas that will be used at Taylor Ranch and Camp location. Temporarily restricted funds have been donated by "My Good Fund" and there remains \$7,633 that has been temporarily restricted. The balance in the account primarily relates to assets (cash) that is being held in a separate account.

7. NOTE PAYABLE

At June 30, 2015, Canyonlands Field Institute Inc., had one note payable outstanding in the form of a revolving note payable with Joy Investments. These funds have been secured to further the operational goals of the Institute and provide the necessary funding for the entities cash flow. Canyonlands Field Institute Inc., also has a line of credit with Zions Bank. The line of credit can be increased as needed but not to exceed \$30,000 by Canyonlands Field Institute. At June 30, 2015, the balance on this line of credit was zero. This line of credit must be reduced to zero at least once each year.

The note payable with Joy Investments, LLC was for the original amount of \$47,000. This loan is for a revolving amount. The principal amount can increased as necessary. Principal payments are made monthly as cash flow allows until paid in full. Joy Investments has not called the note due to date and reports no intention to do so as indicated by Karla VanderZanden, the owner of Joy Investments, LLC. The stated interest rate on this note is 6.00% per annum. It has been the history of Canyonlands Field Institute, Inc. to make monthly payments in the amount of \$500.00 for the last year. From discussion with management and review of subsequent transactions, the Institute continues to make \$500.00 a month on the loan from Joy Investments, LLC. The estimated repayment of this loan is as follows:

Year Ending June 30,	Principal	Interest	Total
2016	\$ 6,000	\$ 900	\$ 6,900
2017	6,000	480	6,480
2018	3,000	180	3,180
	<u>\$ 15,000</u>	<u>\$ 1,560</u>	<u>\$ 16,560</u>

The change in debt is listed below:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Zions LOC	\$ 10,000		\$ (10,000)		
Joy Investment LLC	21,000		(6,000)	\$ 15,000	\$ 6,000
Totals	<u>\$ 31,000</u>	<u>\$ ...</u>	<u>\$ (16,000)</u>	<u>\$ 15,000</u>	<u>\$ 6,000</u>

8. **FUND RAISING INFORMATION**

Fundraising revenue and costs have been kept separate from program revenues and costs in the financial records of the Institute. The separation can be seen by looking at expense line items of financial report according to "class" rather than totals viewed in the general financial report. In the general financial report there is the line Fundraiser expenses which refer to occasional special events created to raise donations. This does not report all fundraising expenses

Separate revenues and costs are reflected in the nonprofit tax reporting document annual form 990. For the year ending June 30, 2015 the Institute has reported raising \$145,859 in grants and donations of all types. The Institute reported fundraising expenses of \$36,149. The institute is registered with the State of Utah Department of Commerce, Division of Consumer Protection as a Charitable Organization.

9. **USE OF ESTIMATES**

The preparation of financial statements in conformity with generally accepted accounting principles requires the Institute's Board to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

10 **CONTRIBUTED SERVICES RECEIVED**

The Institute receives contributed services for a variety of programs and activities. The majority of the services come from volunteers who donate their time to aide and assist clients. The Institute has recognized none of the volunteer hours, because the hours have not been documented or calculated. The total amount that has been recognized is zero.

11. **SUBSEQUENT EVENTS**

Subsequent events were reviewed through October 24, 2016, the date financial statements were available. No subsequent events were found that were determined to be included in the footnotes or the financial statements.

12. **RELATED PARTY**

Canyonlands Field Institute's Executive Director is Karla VanderZanden the owner of Joy Investments LLC. Joy Investments has an outstanding loan to Canyonlands Field Institute as reported in Note 7 of the notes to the financial statements with a balance due of \$15,000. Canyonlands Field Institute paid Joy Investments \$6,000 during the year ended June 30, 2015 on this note.

Joy Investments LLC, also owns real property located at 1320 South Highway 191, Moab, Grand County, Utah, which consist of two buildings and acreage. The Institute leases part of these buildings and the acreage. The lease is based on rental of back warehouse and commissary and second floor bunkhouse(approximately 5260 square feet with both floors) and half of the front building used for offices and classrooms, and the restrooms (approximately 1734 square feet). The lease amount is based on approximately 40 cents per sq. foot for the back building and 60 cents per sq ft for the front building. The lease has been rounded off to \$3,000 per month for the use of the real estate. The lease was approved by the Board of Trustee of Canyonlands Field Institute on April 18, 2013 and will expire on the last day of 2016. During the year under review Canyonlands Field Institute, Inc., paid Joy Investments LLC, \$36,000 lease on the above stated real estate.

13. **UNEARNED REVENUE**

During the spring of 2015, the Institute received reservations from individuals and companies to participate in different programs operated by the Institute. To secure these reservation clients paid deposits on the different programs. The Institute recorded these deposits and reservations amounts as accounts receivables and revenue for the year ended June 30, 2015, when the services for these clients were not made available until after the end of their fiscal year. To conform with generally accepted account principles these revenue have been reclassified from current revenue to unearned revenue.

14. **PRIOR PERIOD ADJUSTMENT**

A prior period adjustment was made to the financial statements to correctly record depreciation on capital assets that had been placed in service prior to the year ending June 30, 2015, but were not being depreciated. The amount of depreciation that should have been taken in prior years was \$6,224. This adjustment has affect accumulated depreciation and Net Assets.

A prior period adjustment was also made to the current year financial statements in the amount of \$13,218 to eliminate June 2014 payroll expense that was not accrued as of June 30, 2014. The Institute records and pays employees two weeks after the period that wages has been earned. Because of this delay June's payroll is paid July 1st and July 16<sup>th</sup>.