

**National Wildlife
Refuge Association
Financial Statements
June 30, 2017 and 2016**



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INDEPENDENT AUDITORS' REPORT

Board of Directors
National Wildlife Refuge Association
Washington, DC

Report on the Financial Statements

We have audited the accompanying financial statements of the National Wildlife Refuge Association (a nonprofit organization), which comprise the statements of financial position as of June 30, 2017 and 2016, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

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.

Auditors' 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 general accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit 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 auditors' 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 auditors consider 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.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the National Wildlife Refuge Association as of June 30, 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.

Other Matters

Supplemental Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is 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 audit 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.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated January 10, 2018, on our consideration of the National Wildlife Refuge Association's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering National Wildlife Refuge Association's internal control over financial reporting and compliance.

Squire, Lender + Co., LLP

January 10, 2018

NATIONAL WILDLIFE REFUGE ASSOCIATION

STATEMENTS OF FINANCIAL POSITION

	JUNE 30,	
ASSETS	2017	2016
Cash and cash equivalents	\$ 96,566	\$ 138,632
Prepaid expenses	4,725	12,351
Grants receivable	55,974	426,802
Investments	164,746	295,445
Property and equipment, net	7,729	10,722
Security deposit	8,123	11,623
	TOTAL ASSETS	TOTAL ASSETS
	\$ 337,863	\$ 895,575
LIABILITIES AND NET ASSETS		
LIABILITIES:		
Accounts payable and accrued expenses	\$ 78,276	\$ 143,359
Line of credit	90,868	72,825
Accrued vacation payable	28,499	23,810
Deferred rent liability	10,458	14,486
	TOTAL LIABILITIES	TOTAL LIABILITIES
	\$ 208,101	\$ 254,480
NET ASSETS:		
Unrestricted net deficit	\$ (275,750)	\$ (560,442)
Temporarily restricted net assets	2,554	798,579
Permanently restricted net assets	402,958	402,958
	TOTAL NET ASSETS	TOTAL NET ASSETS
	\$ 129,762	\$ 641,095
TOTAL LIABILITIES AND NET ASSETS	\$ 337,863	\$ 895,575

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

NATIONAL WILDLIFE REFUGEE ASSOCIATION
STATEMENTS OF ACTIVITIES

FOR THE YEARS ENDED JUNE 30,

	2017			2016				
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
REVENUE AND OTHER SUPPORT:								
Contributions	\$ 322,372	-	-	\$ 322,372	\$ 891,167	-	-	\$ 891,167
Combined Federal Campaign	10,168	-	-	10,168	16,927	-	-	16,927
Federal grants	1,242,396	-	-	1,242,396	1,357,685	-	-	1,357,685
Foundation and other grants	710,198	-	-	710,198	123,829	676,000	30,000	829,829
Investment income, net	3	45,266	-	45,269	2	5,654	-	5,656
Legacies and bequests	16,687	-	-	16,687	-	-	-	-
Special event:								
Gross revenue	77,361	-	-	77,361	121,946	-	-	121,946
Direct donor benefit	(35,636)	-	-	(35,636)	(32,300)	-	-	(32,300)
Net assets released from restriction	841,291	(841,291)	-	-	450,974	(450,974)	-	-
TOTAL REVENUE AND OTHER SUPPORT	\$ 3,184,840	\$ (796,025)	\$ -	\$ 2,388,815	\$ 2,930,230	\$ 230,680	\$ 30,000	\$ 3,190,910
OPERATING EXPENSES:								
Program services:								
Conservation programs	\$ 1,275,751	-	-	\$ 1,275,751	\$ 1,242,390	-	-	\$ 1,242,390
Conservation constituency-building	578,536	-	-	578,536	929,156	-	-	929,156
Conservation policy and education	202,144	-	-	202,144	180,379	-	-	180,379
Communications	351,173	-	-	351,173	-	-	-	-
Total program services	<u>\$ 2,407,604</u>	<u>-</u>	<u>-</u>	<u>\$ 2,407,604</u>	<u>\$ 2,351,925</u>	<u>-</u>	<u>-</u>	<u>\$ 2,351,925</u>
Support services:								
Management	\$ 386,488	-	-	\$ 386,488	\$ 715,037	-	-	\$ 715,037
Fundraising	106,056	-	-	106,056	72,057	-	-	72,057
Total supporting services	<u>\$ 492,544</u>	<u>-</u>	<u>-</u>	<u>\$ 492,544</u>	<u>\$ 787,094</u>	<u>-</u>	<u>-</u>	<u>\$ 787,094</u>
TOTAL EXPENSES	\$ 2,900,148	\$ -	\$ -	\$ 2,900,148	\$ 3,139,019	\$ -	\$ -	\$ 3,139,019
CHANGE IN NET ASSETS	\$ 284,692	\$ (796,025)	\$ -	\$ (511,333)	\$ (208,789)	\$ 230,680	\$ 30,000	\$ 51,891
NET ASSETS (DEFICIT):								
BEGINNING OF YEAR	<u>(560,442)</u>	<u>798,579</u>	<u>402,958</u>	<u>641,095</u>	<u>(351,653)</u>	<u>567,899</u>	<u>372,958</u>	<u>589,204</u>
END OF YEAR	<u>\$ (275,750)</u>	<u>\$ 2,554</u>	<u>\$ 402,958</u>	<u>\$ 129,762</u>	<u>\$ (560,442)</u>	<u>\$ 798,579</u>	<u>\$ 402,958</u>	<u>\$ 641,095</u>

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

NATIONAL WILDLIFE REFUGEE ASSOCIATION

STATEMENT OF FUNCTIONAL EXPENSES

FOR THE YEAR ENDED JUNE 30, 2017

	Conservation Programs	Conservation Constituency - Building	Conservation Policy and Education	Communications	Total Program Services	Management	Fundraising	Totals
Personnel costs:								
Salaries	\$ 501,051	\$ 288,178	\$ 131,868	\$ 120,751	\$ 1,041,848	\$ 40,531	\$ 63,836	\$ 1,146,215
Payroll taxes	39,151	19,351	10,723	10,959	80,184	3,274	3,844	87,302
Pension	7,793	5,615	3,377	540	17,325	528	731	18,584
Employee benefits	31,981	22,499	1,953	3,780	60,213	2,041	2,025	64,279
Payroll fees	1,821	909	506	527	3,763	148	183	4,094
Total personnel costs	\$ 581,797	\$ 336,552	\$ 148,427	\$ 136,557	\$ 1,203,333	\$ 46,522	\$ 70,619	\$ 1,320,474
Accounting	12,334	6,065	3,122	4,386	25,907	13,534	893	40,334
Advertising	2,936	1,640	1,555	17,157	23,288	60,967	-	84,255
Awards and gifts	150	-	-	5,000	5,150	-	-	5,150
Bad debt expense	-	-	-	-	-	124,162	-	124,162
Banking and credit card fees	1,886	939	549	651	4,025	586	239	4,850
Board meetings	-	-	-	813	813	16,407	-	17,220
Conferences, conventions and meetings	15,604	23,649	1,389	275	40,917	1,827	232	42,976
Consultants	425,306	126,283	18,944	144,600	715,133	68,367	9,162	792,662
Depreciation	1,541	769	432	540	3,282	748	163	4,193
Grants to other organizations	39,907	25,000	-	-	64,907	-	-	64,907
Liability insurance	2,386	1,205	645	847	5,083	1,288	243	6,614
Interest and penalties	2,444	1,211	701	824	5,180	1,622	301	7,103
Office supplies	5,550	1,873	762	1,453	9,638	913	386	10,937
Photocopying and other printing	7,910	1,320	2,100	3,273	14,603	236	2,973	17,812
Postage and delivery	724	629	160	545	2,058	54	1,620	3,732
Registration fees	3,184	1,472	819	1,093	6,568	3,809	854	11,231
Rent - facility and equipment	33,022	16,477	9,319	11,421	70,239	11,465	3,660	85,364
Special event	-	-	-	-	-	-	-	-
Staff development and training	-	-	-	-	-	2,544	-	2,544
Subscriptions, dues, and references	6,028	4,642	4,357	4,108	19,135	4,856	729	24,720
Telephone and internet costs	6,033	2,177	1,263	2,141	11,614	2,700	483	14,797
Travel	127,009	26,633	7,600	15,489	176,731	23,881	13,499	214,111
TOTAL FUNCTIONAL EXPENSES	\$ 1,275,751	\$ 578,536	\$ 202,144	\$ 351,173	\$ 2,407,604	\$ 386,488	\$ 106,056	\$ 2,900,148

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

NATIONAL WILDLIFE REFUGE ASSOCIATION

STATEMENT OF FUNCTIONAL EXPENSES

FOR THE YEAR ENDED JUNE 30, 2016

	Conservation Programs	Conservation Constituency - Building	Conservation Policy and Education	Total Program Services	Management	Fundraising	Totals
Personnel costs:							
Salaries	\$ 457,494	\$ 292,218	\$ 98,314	\$ 848,026	\$ 365,579	\$ 30,396	\$ 1,244,001
Payroll taxes	32,862	24,860	6,216	63,938	32,009	1,924	97,871
Pension	6,243	4,568	1,169	11,980	6,665	357	19,002
Employee benefits	18,467	15,855	3,709	38,031	16,795	1,398	56,224
Payroll fees	1,397	1,040	250	2,687	1,342	78	4,107
Total personnel costs	\$ 516,463	\$ 338,541	\$ 109,658	\$ 964,662	\$ 422,390	\$ 34,153	\$ 1,421,205
Accounting	26,594	23,652	5,368	55,614	23,420	2,424	81,458
Advertising	202	255	12,734	13,191	490	-	13,681
Awards and gifts	-	698	1,000	1,698	6,000	-	7,698
Banking and credit card fees	1,347	1,142	261	2,750	2,140	819	5,709
Board meetings	2,915	1,082	-	3,997	21,315	322	25,634
Conferences, conventions and meetings	10,424	21,381	5,866	37,671	6,480	21	44,172
Consultants	394,691	393,555	27,343	815,589	95,151	6,111	916,851
Depreciation	1,505	1,104	281	2,890	1,471	89	4,450
Grants to other organizations	25,000	-	-	25,000	-	-	25,000
Interest and penalties	2,556	1,941	472	4,969	2,731	156	7,856
Legal fees	2,155	1,493	413	4,061	2,382	159	6,602
Liability insurance	983	657	184	1,824	771	60	2,655
Office supplies	5,186	7,261	2,195	14,642	3,562	1,168	19,372
Photocopying and other printing	16,825	7,114	2,342	26,281	5,945	376	32,602
Postage and delivery	1,585	1,587	160	3,332	3,818	3,341	10,491
Registration fees	1,212	1,363	275	2,850	1,200	124	4,174
Rent - facility and equipment	31,011	23,833	5,755	60,599	23,010	1,797	85,406
Special event	-	-	-	-	-	12,947	12,947
Staff development and training	-	-	-	-	624	-	624
Subscriptions, dues, and references	5,381	4,229	1,165	10,775	12,087	230	23,092
Telephone and internet costs	4,701	4,692	807	10,200	6,215	260	16,675
Travel	191,654	93,576	4,100	289,330	73,835	7,500	370,665
TOTAL FUNCTIONAL EXPENSES	\$ 1,242,390	\$ 929,156	\$ 180,379	\$ 2,351,925	\$ 715,037	\$ 72,057	\$ 3,139,019

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

NATIONAL WILDLIFE REFUGE ASSOCIATION

STATEMENTS OF CASH FLOWS

	FOR THE YEARS ENDED JUNE 30,	
	2017	2016
CASH FLOWS FROM OPERATING ACTIVITIES:		
Change in net assets	\$ (511,333)	\$ 51,891
Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities:		
Depreciation	4,193	4,450
Donated stock	(41,949)	-
Realized and unrealized (gains) losses on investments	(31,581)	4,236
Change in assets and liabilities:		
Prepaid expenses	7,626	6,487
Grants receivable	370,828	106,768
Security deposit	3,500	-
Accounts payable and accrued expenses	(65,083)	(30,025)
Accrued vacation payable	4,689	(611)
Deferred revenue	-	(3,924)
Deferred rent liability	(4,028)	7,054
NET CASH (USED IN) PROVIDED BY OPERATING ACTIVITIES	\$ (263,138)	\$ 146,326
CASH FLOWS FROM INVESTING ACTIVITIES:		
Purchases of furniture and equipment	\$ (1,200)	\$ (4,175)
Proceeds from sale of investments	215,047	-
Purchases and reinvested earnings of investments	(10,818)	(7,161)
NET CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES	\$ 203,029	\$ (11,336)
CASH FLOWS FROM FINANCING ACTIVITIES:		
Proceeds from line of credit	\$ 33,454	\$ 17,387
Principal payments on line of credit	(15,411)	(42,495)
NET CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES	\$ 18,043	\$ (25,108)
NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS	\$ (42,066)	\$ 109,882
CASH AND EQUIVALENTS, BEGINNING OF YEAR	138,632	28,750
CASH AND EQUIVALENTS, END OF YEAR	\$ 96,566	\$ 138,632
SUPPLEMENTAL CASH FLOW DISCLOSURE:		
Cash paid for interest	\$ 7,103	\$ 7,412

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

NATIONAL WILDLIFE REFUGE ASSOCIATION

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2017 AND 2016

Note 1. **Organization and Significant Accounting Policies**

Organization - National Wildlife Refuge Association (the Refuge Association) was organized as a nonprofit corporation in Minnesota in 1975 and is the only national non-governmental organization devoted to supporting the health and welfare of the National Wildlife Refuge System and promoting wildlife refuges and vital conservation lands beyond their boundaries. Through advocacy, public outreach, and landscape conservation partnerships, the Refuge Association works to strengthen the ecological integrity of our national wildlife refuges and thus ensure a diverse spectrum of plants and wildlife for future generations. Headquartered in Washington, DC, the Refuge Association is supported primarily through grants and contributions.

A summary of the Refuge Association's significant programs follows:

Conservation Programs - The Refuge Association supports landscape-scale conservation initiatives that secure the ecological well-being of national wildlife refuges and their surrounding natural systems. The Refuge Association convenes public and private partner agencies, nonprofits and community members, identifies key challenges and opportunities in ecosystem conservation and helps set common goals, and then works with partners to build community support and secure funding from a variety of sources to accomplish wildlife conservation goals on the ground.

Conservation Constituency - Building - The Refuge Association plays a leadership role in bringing a spectrum of interests together to support conservation action, and specifically the success of the National Wildlife Refuge System (Refuge System). The Refuge Association trains, educates, mentors, and organizes Refuge Friends groups across the country, engages private landowners, ranchers, and sportsmen, and works with community groups surrounding urban wildlife refuges. Together, these constituent groups form a diverse chorus of voices, which the Refuge Association brings together to take action in support of wildlife conservation needs.

Conservation Policy and Education - The Refuge Association mobilizes hundreds of local and national partners to address urgent conservation needs, including funding for the Refuge System, loss of vital habitat and natural systems that sustain wildlife refuges, invasive species, and damaging changes in land use. The Refuge Association chairs a coalition of national environmental, scientific, and sporting groups with a combined membership of more than 15 million people, with the objective of raising awareness of the needs and accomplishments of our national wildlife refuges.

Communication - The National Wildlife Refuge Association's Communications program is focused on developing and executing branding and marketing strategies to a) communicate programs of the Refuge Association effectively, b) grow and cultivate the constituency of the National Wildlife Refuge System of the United States Fish and Wildlife Service, and c) enhance the Refuge Association's offline and online presence.

NATIONAL WILDLIFE REFUGE ASSOCIATION

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2017 AND 2016

Note 1. **Organization and Significant Accounting Policies** (Continued)

A summary of the Refuge Association's significant accounting policies follows:

Basis of Accounting - The financial statements of the Refuge Association have been prepared on the accrual basis of accounting whereby, revenue is recognized when earned, and expenses are recognized when incurred.

Basis of Presentation - The Refuge Association presents its financial statements in conformity with the accounting standards codification topic relating to *Financial Statements of Not-for-Profit Organizations*, issued by the Financial Accounting Standards Board. Accordingly, the net assets of the Refuge Association are reported in each of the following three classes: (a) unrestricted net assets, (b) temporarily restricted net assets, and (c) permanently restricted net assets.

Net assets of the two restricted classes are created only by donor-imposed restrictions on their use. All other net assets, including board designated or appropriated amounts, are legally unrestricted and are reported as part of the unrestricted class.

Under these provisions, net assets, revenue, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of the Refuge Association and changes therein are classified and reported as follows:

Unrestricted net assets - Net assets that are not subject to donor-imposed stipulations.

Temporarily restricted net assets - Net assets resulting from contributions and other inflows of assets whose use by the Refuge Association is limited by donor-imposed stipulations that either expire by passage of time, or can be fulfilled and removed by actions of the Refuge Association pursuant to those stipulations.

Permanently restricted net assets - Net assets from contributions subject to donor imposed stipulations, which are permanent in nature prohibiting expenditure of the assets pledged or donated. Typically, the income earned on invested balances of permanently restricted net assets is reported as part of temporarily restricted net assets unless the donor specifically limits the use of such income.

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 of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenue and expenses. Actual results could vary from the estimates that were used in preparing the financial statements.

Procurement - The Refuge Association elected to defer implementation of the new procurement requirements under the Uniform Guidance.

NATIONAL WILDLIFE REFUGE ASSOCIATION

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2017 AND 2016

Note 1. **Organization and Significant Accounting Policies** (Continued)

Functional Allocation of Expenses - The costs of providing the various programs and other activities have been summarized on a functional basis in the accompanying statements of activities and functional expenses. Direct costs associated with specific programs are recorded as program expenses while overhead expenses are allocated based on salaries charged to the various programs.

Cash and Cash Equivalents - For purposes of reporting cash flows, the Refuge Association considers savings accounts and all highly liquid securities purchased with an original maturity of three months or less to be cash equivalents.

Grants Receivable - Grants receivable are for reimbursement of costs incurred under grant agreements. Billed amounts represent invoices that have been prepared and sent to the responsible organization. Grants receivable are carried at original invoice amounts less an estimate made for doubtful receivables based on a review of all outstanding amounts on an annual basis. Management determines the allowance for doubtful accounts by identifying troubled accounts and by using historical experience applied to an aging of accounts. Grants receivable are written off when deemed uncollectible. Recoveries of receivables previously written off are recorded when received. At June 30, 2017 and 2016, management expects the amount in grants receivable to be fully collectible within the next fiscal year. As such, a provision for doubtful accounts has not been estimated by management.

Investments - Investments are reported at fair value using quoted market prices when available. Interest and dividends are reported when earned. Net realized and unrealized gains and losses on investments include the gains and losses on investments bought and sold as well as held during the year.

Fair Value Measurements - The Refuge Association complies with the Statement of Financial Accounting Standards Codification topic *Fair Value Measurements*. This defines fair value and establishes 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 measurement) and the lowest priority to unobservable inputs (Level 3 measurement).

The three levels of the fair value hierarchy under this topic are described below:

Basis of Fair Value Measurement

- Level 1 Unadjusted quoted prices in active markets that are accessible at the measurement date for identical, unrestricted assets or liabilities
- Level 2 Quoted prices in markets that are not considered to be active or financial instruments for which all significant inputs are observable, either directly or indirectly

NATIONAL WILDLIFE REFUGE ASSOCIATION

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2017 AND 2016

Note 1. **Organization and Significant Accounting Policies** (Continued)

Level 3 Prices or valuations that require inputs that are both significant to the fair value measurement and unobservable

The Refuge Association invests in corporate stock, exchange-traded funds, and mutual funds which are stated at fair value based on quoted market prices at the date of the financial statements. Money market funds held as short term investments are included in cash and cash equivalents and are carried at cost, which approximates fair value.

Property and Equipment - Property and equipment is recorded at cost and consists of furniture and equipment. The Refuge Association capitalizes all property and equipment with a useful life greater than one year and a cost basis of \$500 or more. However, equipment specifically provided for in government grants is expensed in the year purchased. Depreciation of property and equipment is computed over an estimated useful life of five years on a straight-line basis. When property and equipment is retired or otherwise disposed of, the cost and related accumulated depreciation are removed from the accounts with any resulting gain or loss reflected in income. Repairs and maintenance are charged to expense as incurred.

Revenue Recognition - Unconditional promises to give, grants, legacies and bequests, and combined federal campaign contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted revenue, depending on the existence and nature of any donor restrictions. Conditional promises to give are not recognized until the conditions on which they depend are substantially met. Support that is not restricted by the donor is reported as an increase in unrestricted net assets. All other donor restricted support is reported as an increase in temporarily or permanently restricted net assets, depending on the nature of the restriction.

Revenue from federal grants is recognized as services are performed and costs are incurred. Federal grant funds received prior to costs incurred are included in deferred revenue. Unconditional contributions and non-federal grants are recorded at the earlier of when pledged or received and reported as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and/or nature of any donor restrictions. When a restriction expires (that is when a stipulated time restriction ends or purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statements of activities as net assets released from restrictions. Restricted contributions whose restrictions are met in the same reporting period are recorded as unrestricted contributions. Promises to give are recorded at net realizable value if expected to be collected in more than one year.

Special event revenues are recorded as revenue when the event is held and the revenue is earned.

NATIONAL WILDLIFE REFUGE ASSOCIATION

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2017 AND 2016

Note 1. **Organization and Significant Accounting Policies** (Continued)

Accounting for Uncertain Tax Provisions - The Refuge Association follows the accounting standard on accounting for uncertainty in income taxes, which addresses the determination of whether tax benefits claimed or expected to be claimed on a tax return should be recorded in the financial statements. Management evaluated the Refuge Association's tax positions and concluded that the Refuge Association has taken no uncertain tax positions that require adjustment to the financial statements to comply with the provisions of this guidance. For the years ended June 30, 2017 and 2016, no unrecognized tax provision or benefit exists.

Income Tax - The Refuge Association is exempt from Federal income tax under the provisions of Section 501(c)(3) of the Internal Revenue Code and is classified as an organization that is not a private foundation. However, income from certain activities not directly related to the Refuge Association's tax-exempt purpose is subject to taxation as unrelated business income. For the years ended June 30, 2017 and 2016, the Refuge Association did not have any taxable net income and neither paid nor accrued any Federal or state income tax.

Note 2. **Concentration of Credit Risk** - Financial instruments that potentially subject the Refuge Association to significant concentrations of credit risk consist of cash and cash equivalents, and investments. Such investments are exposed to various risks such as market and credit fluctuation. Due to the level of risk associated with such investments, and the level of uncertainty related to changes in the value of such investments, it is at least reasonably possible that changes in risks in the near term could materially affect investment balances and the amounts reported in the financial statements. The Refuge Association maintains a cash deposit and transaction account, along with investments, with financial institutions that from time to time may exceed insurable limits under the Federal Deposit Insurance Corporation (FDIC) and the Securities Investor Protection Corporation (SIPC).

The Refuge Association has not experienced any credit losses on its cash and cash equivalents, and investments to date, as it relates to FDIC and SIPC insurance limits. Management assesses the financial condition of these financial institutions and believes that the risk of any credit loss is minimal.

Note 3. **Investments** - As of June 30, 2017 and 2016, investments consist of the following, at fair value:

	2017	2016
Corporate stock	\$ 25,171	\$ 23,058
Exchange traded funds	87,456	94,199
Mutual funds	52,119	178,188
Total investments	<u>\$ 164,746</u>	<u>\$ 295,445</u>

All investments are considered Level 1 investments.

NATIONAL WILDLIFE REFUGE ASSOCIATION

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2017 AND 2016

Note 3. **Investments** (Continued)

For the years ended June 30, 2017 and 2016, investment income consisted of the following:

	2017	2016
Realized gain	\$ 68,854	\$ --
Unrealized loss on investments	(37,273)	(4,236)
Interest and dividends	13,688	9,892
Totals	\$ 45,269	\$ 5,656

The following is a description of the valuation methodologies used for assets measured at fair value. There have been no changes in the methodologies used at June 30, 2017 and 2016.

Corporate stock, exchange-traded funds, and mutual funds - These funds are listed on a national market or exchange and are valued at the last sales price, or if there is no sale and the market is still considered active, at the last transaction price before year-end. Such securities are classified within Level 1 of the valuation hierarchy.

Note 4. **Property and Equipment** - Property and equipment consisted of the following as of June 30, 2017 and 2016:

	2017	2016
Furniture and equipment	\$ 33,875	\$ 32,675
Less, accumulated depreciation	(26,146)	(21,953)
Totals	\$ 7,729	\$ 10,722

Note 5. **Pension Plan** - The Refuge Association adopted a defined contribution pension plan under Internal Revenue Code 403(b) in November 1994 that covers substantially all employees. The plan allows voluntary deductions from employees' wages to be deposited into individual tax sheltered accounts. The Refuge Association currently matches employee contributions up to 5% of salary for pay period of contribution.

Note 6. **Line of Credit** - The Refuge Association signed an unsecured line of credit agreement with a local bank which is eligible for renewal on December 9, 2018. The maximum amount of the line of credit is \$100,000 and the interest rate on all outstanding balances is 8.75%.

NATIONAL WILDLIFE REFUGE ASSOCIATION

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2017 AND 2016

Note 7. **Temporarily Restricted Net Assets** - Assets are classified as temporarily restricted when their donors have placed restrictions on their use based on the passage of time or compliance with other temporary conditions.

The Refuge Association's temporarily restricted net assets consist of the following as of June 30, 2017 and 2016:

	2017	2016
Purpose restricted:		
Sage Grouse	\$ --	\$ 160,245
Texas	--	72,095
Hart-Sheldon	--	234,087
Lower Mississippi and Gulf	--	15,589
Western Conservation	--	168,202
Alaska	2,554	148,361
Totals	\$ 2,554	\$ 798,579

Note 8. **Permanently Restricted Net Assets (Endowment)** - The Refuge Association established an Endowment Fund during the year ending June 30, 2007. The principal amount is permanently restricted, and is to be invested for growth and income. The annual return represented by interest and dividends is available for operations. It is the policy of the Refuge Association to manage these funds in compliance with the Uniform Prudent Management of Institutional Funds Act (UPMIFA). It is the purpose of this policy to establish a framework both for managing these funds in compliance with the UPMIFA and for making the required accounting disclosures.

The objective of investing the Endowment is to preserve and augment the purchasing power of the assets under management against inflationary erosion. In order to achieve this objective, the investment policies and strategies are designed to earn a total return (dividends, interest and capital gains, net of fees and expenses) over the long term in excess of endowment spending rate plus inflation.

In accordance with UPMIFA, the Refuge Association considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

- The duration and preservation of the fund;
- The purpose of the Refuge Association and the donor-restricted endowment fund;
- General economic conditions and the possible effect of inflation and deflation;
- The expected total return from income and the appreciation of investments; and
- Investment policies of the Refuge Association.

NATIONAL WILDLIFE REFUGE ASSOCIATION

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2017 AND 2016

Note 8. Permanently Restricted Net Assets (Endowment) (Continued)

The Finance Committee shall recommend a spending percentage on an annual basis. It has been the Board's general expectation that the spending policy be approximately four percent (4%) per year. As a result of encountering financial difficulties, in fiscal year 2014, the Board moved to allow the organization to release all of the endowment earnings available for release.

Endowment net asset composition by type of fund as of June 30, 2017 is as follows:

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total Net Endowment Assets</u>
Donor restricted endowment funds	\$ --	\$ --	\$ 402,958	\$ 402,958
Board designated endowment funds	39,388	--	--	39,388
Total funds	<u>\$ 39,388</u>	<u>\$ --</u>	<u>\$ 402,958</u>	<u>\$ 442,346</u>

The following represents the change in the net asset classes of the Refuge Association's endowment funds for the year ended June 30, 2017:

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
Endowment net assets June 30, 2016	\$ (5,878)	\$ --	\$ 402,958	\$ 397,080
Contributions	--	--	--	--
Total investment return	--	45,266	--	45,266
Appropriations	<u>45,266</u>	<u>(45,266)</u>	<u>--</u>	<u>--</u>
Endowment net assets, June 30, 2017	<u>\$ 39,388</u>	<u>\$ --</u>	<u>\$ 402,958</u>	<u>\$ 442,346</u>

Endowment net asset composition by type of fund as of June 30, 2016 is as follows:

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total Net Endowment Assets</u>
Donor restricted endowment funds	\$ --	\$ --	\$ 402,958	\$ 402,958
Board designated endowment funds	<u>(5,878)</u>	<u>--</u>	<u>--</u>	<u>(5,878)</u>
Total funds	<u>\$ (5,878)</u>	<u>\$ --</u>	<u>\$ 402,958</u>	<u>\$ 397,080</u>

NATIONAL WILDLIFE REFUGE ASSOCIATION

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2017 AND 2016

Note 8. Permanently Restricted Net Assets (Endowment) (Continued)

The following represents the change in the net asset classes of the Refuge Association's endowment funds for the year ended June 30, 2016:

	<u>Unrestricted</u>	Temporarily <u>Restricted</u>	Permanently <u>Restricted</u>	<u>Total</u>
Endowment net assets				
June 30, 2015	\$ (11,532)	\$ --	\$ 372,958	\$ 361,426
Contributions	--	--	30,000	30,000
Total investment return	--	5,654	--	5,654
Appropriations	<u>5,654</u>	<u>(5,654)</u>	<u>--</u>	<u>--</u>
Endowment net assets, June 30, 2016	<u>\$ (5,878)</u>	<u>\$ --</u>	<u>\$ 402,958</u>	<u>\$ 397,080</u>

At times, the fair value of assets associated with individual donor restricted endowment funds may fall below the historic dollar value of the fund. A deficiency of \$238,212 and \$107,513 existed as of June 30, 2017 and 2016.

Note 9. Operating Leases - The Refuge Association has a lease for office space at 1001 Connecticut Avenue NW, Washington, DC which expires on November 30, 2017. The lease requires monthly rental payments of \$6,623 for the first year, subject to a 4.5% increase each year thereafter. The lease also provides abatement for the first month's base rent in the third lease year in the amount of \$7,232. In May 2017, the Association signed an additional one year lease which expires on November 30, 2018. The lease requires monthly rental payments of \$7,898.

The future minimum lease commitment for this lease is as follows:

<u>For the years ended June 30,</u>	
2018	\$ 85,857
2019	<u>39,490</u>
Total future minimum lease payments	<u>\$ 125,347</u>

NATIONAL WILDLIFE REFUGE ASSOCIATION

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2017 AND 2016

- Note 10. **Management's Plan** - Both the Board and management remain committed to continuing to increase the Refuge Association's unrestricted net assets balance as part of a multi-year plan to recover from deficits incurred in prior years. Management has changed its business model to diversify revenue streams. Management has reached out to and is applying for grants from a broad range of Foundations, increased its general appeal via mail and social media, continue to seek out major donors, and encouraged increased direct and indirect giving by board members. This summer, the Refuge Association successfully submitted and negotiated a provisional indirect rate with the Department of Interior increasing the previous 10% de minimus rate to 22.5%. In the first quarter of FY18, several modifications to current agreements have been finalized whereby additional funding was provided to cover the increased indirect rate. On the disbursements side, in order to help reduce the net assets deficit, management has taken several actions to reduce travel costs and spending as well as eliminated a few consultant contracts. The financial statements do not include any adjustments that might be necessary if these measures are not successful.
- Note 11. **Subsequent Events** - Management has evaluated subsequent events through January 10, 2018, which is the date the financial statements were available to be issued.

SUPPLEMENTAL INFORMATION

NATIONAL WILDLIFE REFUGE ASSOCIATION
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2017

Federal Grantor/Pass-Through Grantor/ Program Cluster	Federal CFDA Number	Pass-through Entity Identifying Number	Total Federal Expenditures
U.S. Department of the Interior			
Direct Programs:			
Fish and Wildlife Management Assistance	15.608	N/A	\$ 146,406
Partners for Wildlife and Fish	15.631	N/A	55,444
Service Training and Technical Assistance (Generic Training)	15.649	N/A	682,706
Visitor Facility Enhancements - Refuges and Wildlife	15.654	N/A	287,363
Fish and Wildlife Coordination and Assistance Programs	15.664	N/A	<u>70,477</u>
Total U.S. Department of the Interior and Total Expenditures of Federal Awards			<u><u>\$ 1,242,396</u></u>

See accompanying notes to schedule of expenditures of federal awards.

NATIONAL WILDLIFE REFUGE ASSOCIATION

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

JUNE 30, 2017

- Note 1. **Basis of Presentation** - The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of the Refuge Association under programs of the federal government for the year ended June 30, 2017. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the Refuge Association, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Refuge Association.
- Note 2. **Summary of Significant Accounting Policies** - Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform guidance, OMB Circular A-133, and/or OMB Circular A-122, *Cost Principles for Non-profit Organizations*.
- Note 3. **Indirect Cost Rate** - The Refuge Association has elected to use the 10% de minimis indirect cost rate as allowed under the Uniform Guidance, until a provisional indirect cost rate of 22.5% was negotiated shortly after fiscal year 2017.



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**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL
OVER FINANCIAL REPORTING AND ON COMPLIANCE
AND OTHER MATTERS BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Board of Directors
National Wildlife Refuge Association
Washington, DC

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the National Wildlife Refuge Association (a nonprofit organization), which comprise the statements of financial position as of June 30, 2017 and 2016 and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements, and have issued our report thereon dated January 10, 2018.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the National Wildlife Refuge Association's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the National Wildlife Refuge Association's internal control. Accordingly, we do not express an opinion on the effectiveness of the National Wildlife Refuge Association's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the National Wildlife Refuge Association's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the National Wildlife Refuge Association's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the National Wildlife Refuge Association's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Sygnus, Lemaire + Co., LLP

January 10, 2018



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INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

Board of Directors
National Wildlife Refuge Association
Washington, DC

Report on Compliance for the Major Federal Program

We have audited National Wildlife Refuge Association's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on National Wildlife Refuge Association's major federal program for the year ended June 30, 2017. National Wildlife Refuge Association's major federal program is identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal program.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance of National Wildlife Refuge Association's major federal program based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on the major federal program occurred. An audit includes examining, on a test basis, evidence about National Wildlife Refuge Association's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for the major federal program. However, our audit does not provide a legal determination of National Wildlife Refuge Association's compliance.

Opinion on the Major Federal Program

In our opinion, National Wildlife Refuge Association complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2017.

Report on Internal Control Over Compliance

Management of National Wildlife Refuge Association is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered National Wildlife Refuge Association's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for its major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of National Wildlife Refuge Association's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Syouse, Lendke + Co., LLP

January 10, 2018

NATIONAL WILDLIFE REFUGE ASSOCIATION
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2017

A. Summary of Auditors' Results

Financial Statements:

Type of auditors' report issued: Unmodified

Internal control over financial reporting:
 Material weakness(es) identified? Yes X No

Significant deficiency(ies) identified? Yes X No

Noncompliance material to financial statements noted? Yes X No

Federal Awards:

Internal control over major programs:
 Material weakness(es) identified? Yes X No

Significant deficiency(ies) identified? Yes X No

Type of auditor's report issued on compliance For major programs Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR section 200.516(a)? Yes X No

Identification of Major Programs:

CFDA Number/ Grant Number	Program Title
15.649	U.S. Department of the Interior: Service Training and Technical Assistance (Generic Training)

Dollar threshold used to distinguish between

Type A and Type B Programs: \$ 750,000

Auditee qualified as a low-risk auditee? Yes X No

NATIONAL WILDLIFE REFUGE ASSOCIATION
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2017

B. Findings - Financial Statement Audit

None

C. Findings and Questioned Costs - Major Federal Award Programs Audit

None

D. Prior Year Audit Findings - Financial Statement Audit

2016-001 - Personnel Files (*Significant Deficiency*)

- Condition: Personnel files were not complete and up-to-date with all required documents.
- Recommendation: A checklist should be implemented for each personnel file listing the required documents that must be obtained at the time of hire, and the documents that should be updated periodically. The required documents at the time of hire should be obtained and inserted into the personnel file, or other designated location, prior to the employee receiving their first paycheck. Employees should be reminded annually to provide updates to withholding or election forms, as necessary.
- Current Status: The recommendation was adopted in fiscal year 2017.

2016-002 - Revenue Recognition (*Material Weakness*)

- Condition: Revenue and associated drawdowns recorded each month were supported with expenses recorded in the general ledger, however, in most cases the actual expenses incurred were greater than the revenue recognized. In a few cases the revenue recognized for a particular month could not be tied directly to specific expenses incurred during that month to satisfy terms of the grant agreement, although expenses of at least that amount were incurred.
- Recommendation: Allowable and unallowable expenses should be tracked separately in the accounting software to allow for the identification of allowable expenses for drawdown requests and revenue recognition. This can be accomplished by:
 - o Creating a separate class associated with the program supported by Federal funds that only includes the allowable expenses, or
 - o Expanding account coding so that allowable expenses are coded to one expense account, and unallowable expenses are coded to another expense account, or
 - o Maintaining a spreadsheet identifying allowable and unallowable expenses that is reconciled to the general ledger before requesting a drawdown, or recording revenue in the general ledger.
- Current Status: The recommendation was adopted in fiscal year 2017. A spreadsheet is maintained that tracks allowable and unallowable expenditures which is reconciled to the general ledger.

NATIONAL WILDLIFE REFUGE ASSOCIATION
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2017

E. Prior Year Findings - Major Federal Award Programs Audit

DEPARTMENT OF THE INTERIOR

Service Training and Technical Assistance (Generic Training) – CFDA No. 15.649

2016-003 – Advancing the Conserving the Future Vision in 2014
Award No.F14AC00378
Grant period: June 1, 2014 through September 30, 2017

Advancing the Conserving the Future Vision in FY 2016-2017
Award No. F16AC00393
Grant period: June 2, 2016 through September 30, 2018

The discussion for finding **2016-002** also applies to this finding.

2016-004 – A Greenprint for the Fish and Wildlife Service on the Gulf Coast
Award No. F13AC00124
Grant period: March 1, 2013 through September 30, 2015

- Condition: The period of performance was March 1, 2013 through September 30, 2015. The full amount of the agreement was not expended until November 2015.
- Recommendation: Obtain an extension of the period of performance when the Refuge Association knows the agreement will not be fully spent by the end of the performance period.
- Current Status: The finding does not warrant further action.

2016-005 - A Greenprint for the Fish and Wildlife Service on the Gulf Coast
Award No. F13AC00124
Grant period: March 1, 2013 through September 30, 2015

- Condition: A Final Federal Financial Report was submitted on December 31, 2015, for the period of February 2013 through September 30, 2015 indicating that the Refuge Association had cash receipts of \$440,000. Accounting records indicate that the final drawdown was not requested until March of 2016, bringing the total drawdowns up to \$440,000.
- Recommendation: The information provided on the Federal Financial Reports should be reconciled to the accounting records prior to submission.
- Current Status: The recommendation was adopted in fiscal year 2017.