Prison Policy Initiative, Inc. Financial Statements June 30, 2014

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# Nolan, Calcasola & Company, P.C.

**Certified Public Accountants** 

#### **Independent Accountant's Review Report**

*To the Board of Directors Prison Policy Initiative, Inc.* 

We have reviewed the accompanying statement of financial position of Prison Policy Initiative, Inc. (a not for profit corporation) as of June 30, 2014, and the related statements of activities, functional expenses and cash flows for the year then ended.

A review includes primarily applying analytical procedures to management's financial data and making inquiries of Corporation's 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 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 and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the review in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. Those standards require us to perform procedures to obtain limited assurance that there are no material modifications that should be made to the financial statements. We believe that the results of our procedures provide a reasonable basis for our report.

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.

Nolan, Calcasola & CO P.C.

October 10, 2014

## Prison Policy Initiative, Inc. Statement of Financial Position June 30, 2014

#### Assets

Current Assets	
Cash and cash equivalents	\$ 333,802
Total Current Assets	333,802
Equipment net of accumulated depreciation of (\$5,514)	10,937
Total Assets	\$ 344,739
Liabilities and Net Assets	
Current Liabilities	
Accrued expenses	4,845
Total Current Liabilities	4,845
Net Assets	
Unrestricted	135,727
Temporarily restricted	204,167
Total Net Assets	339,894
Total Liabilities and Net Assets	\$ 344,739

See Accountant's Independent Review Report.

#### Prison Policy Initiative, Inc. Statement of Activities Year Ended June 30, 2014

#### Revenue and support

Revenue and support	Unrestricted	Temporarily Restricted	Total	
Grants Contributions Adminstrative Income Interest income Honoraria	\$- 23,665 22,865 1,079 750	\$ 381,000	\$ 381,000 23,665 22,865 1,079 750	
Total revenue and support	48,359	381,000	429,359	
Net assets released from restrictions	388,360	(388,360)	-	
Total revenue and support	436,719	(7,360)	429,359	
Expenses				
Program expenses Management and general Fund raising expenses	193,174 30,882 38,157		193,174 30,882 38,157	
Total expense	262,214		262,214	
Change in net assets	174,505	(7,360)	167,145	
Net assets as of beginning of year	(38,778)	211,527	172,749	
Net assets as of end of year	\$ 135,727	\$ 204,167	\$ 339,894	

### Prison Policy Initiative, Inc. Statement of Cash Flows Year Ended June 30, 2014

Increase (Decrease) in Cash and Cash Equivalents	
Cash flows from operating activities	
Change in net assets	\$ 167,145
Adjustments to reconcile change in net cash provided (used) by operating activities:	
Depreciation Increase (decrease) in liabilities	2,436 452
Net cash provided (used) by operating activities	170,033
Cash flows from investing activities	
(Increase) decrease in equipment	(7,264)
Net cash provided (used) by investing activities	(7,264)
Net increase in cash and cash equivalents	162,769
Cash and cash equivalents at beginning of year	171,033
Cash and cash equivalents at end of year	\$ 333,802

## Prison Policy Initiative, Inc. Statement of Functional Expenses Year Ended June 30, 2014

	Programs		Management and General		 Fund Raising		Total
Salaries and taxes	\$	144,486	\$	19,265	\$ 28,897	\$	192,648
Payroll taxes		12 <i>,</i> 387		1,652	2,477		16,516
Consultants		11,742					11,742
Travel		7,302		974	1,460		9,736
Employee benefits		4,056		541	811		5,408
Occupancy		3,638		485	728		4,850
Supplies		4,067					4,067
Telephone and Internet		2 <i>,</i> 584		345	517		3 <i>,</i> 445
Promotion expense					3,033		3,033
Depreciation				2,436			2,436
Insurance				2,172			2,172
Postage and shipping		927		124	185		1,236
Accounting fees				1,200			1,200
Work Study		1,164					1,164
Dues				1,124			1,124
Research Tools		579					579
Bank charges				454			454
Printing and copying		243		32	49		324
Taxes			_	80	 		80
		193,174		30,882	 38,157		262,214
Total Expenses	\$	193,174	\$	30,882	\$ 38,157	\$	262,214

## Prison Policy Initiative, Inc. Notes to Financial Statements June 30, 2014

#### 1. Organization and Purpose

Prison Policy Initiative, Inc. was incorporated under Chapter 180 of the general laws of the Commonwealth of Massachusetts. The purpose of the Corporation is to conduct strategic research on incarceration policy with the goal of decreasing the use of incarceration as a means of addressing social problems.

#### 2. Summary of Significant Accounting Policies

The financial statements have been prepared in accordance with the generally accepted accounting principles. The Corporation is required to report information regarding its financial position and activities according to three classes of net assets; unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. The Corporation, currently, has unrestricted net assets and temporarily restricted assets.

#### **Revenues**

The Corporation is funded through contributions and grants. The Corporation has no formal fund-raising program and does not plan to employ professional fund-raisers.

#### **Use of Estimates**

Management uses estimates and assumptions in preparing financial statements. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities and the reported revenues and expenses. Accordingly, actual results could differ from those estimates.

#### Property and Equipment

Property and equipment are valued at cost. Depreciation is computed on the straight-line method over the estimated useful life of the assets. Additions and renewals, unless minor in amount, are capitalized. Expenditures for maintenance, repairs and minor renewals are expensed in the period incurred. When assets are sold or retired, the related cost and accumulated depreciation are removed from the respective accounts and any resulting gain or loss is credited or charged to income.

#### **Cash and Cash Equivalents**

For purposes of the Statement of Cash of Flows, the Corporation considers all unrestricted highly liquid accounts to be cash with maturities less than three months.

#### Common Expenses

Common operating expenses are allocated to programs based on estimated time spent.

## Prison Policy Initiative, Inc. Notes to Financial Statements June 30, 2014

#### 2. Summary of Significant Accounting Policies(continued)

#### **Publicity and Promotions**

The Corporation uses publicity and promotion to promote its programs. Such costs are expensed as incurred.

#### **Concentration of Credit Risk**

The Corporation maintains various bank accounts with a financial institution. Accounts at this institution are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. The total cash at these institutions as of June 30, 2014, is \$333,802.

#### 3. Federal Income Tax Status

The Corporation is exempt from Federal income tax under Section 501(a) of the Internal Revenue Code of 1954, as amended ("Code Section"), as an organization described in Section 501(c)(3).

#### 4. Net Assets

The Corporation recognizes contributions received during the year as unrestricted support if there are no restrictions relating to time or manner of use. If there are restrictions as to time or manner of use such contributions are classified as temporarily restricted support. If there are restrictions that stipulate that resources be maintained permanently but allows the organization to use part or all of the income such contributions are classified as permanently restricted support. Board designations of contributions received are not classified as restricted since the Board may reverse such designations.

#### **5. Temporarily Restricted Assets**

Temporarily restricted assets as of June 30, 2014 were \$204,167 for the Prison-based Gerrymandering Project.

#### 6. Related Party Transaction

During the course of the year the organization paid rent of \$2,675 to the executive director. The rent is estimated to be at fair market value.

#### 7. Equipment

The Corporation has equipment of \$16,452 and related accumulated depreciation of \$5,514 for net book value of \$10,937. The depreciation is computed using straight line depreciation over the asset's estimated useful life with no salvage value. The depreciation deduction take during the year was \$2,436.

## Prison Policy Initiative, Inc. Notes to Financial Statements June 30, 2014

#### 8. Income Taxes

On July 1, 2010 the Corporation adopted the recognition requirements for uncertain income tax provisions as required by generally accepted accounting principles, with no cumulative effect adjustment required. Income tax benefits are recognized for income tax positions taken or expected to be taken in a tax return, only when it is determined that the income tax position will more likely than not be sustained upon the examination by the taxing authorities. The Corporation has analyzed tax positions taken for the filing with the Internal Revenue Service and all jurisdictions where it operates. The Corporation believes that the income tax positions will be sustained upon examination and does not anticipate any adjustments that would result in a material adverse effect in financial condition, results of operations or cash flows. Therefore, the Corporation has not recorded any reserves or related accruals for interest and penalties at June 30, 2014.

The Corporation is subject to routine audits by taxing jurisdictions; however there are currently no audits for any tax periods in progress. The Corporation believes it is no longer subject to income tax examinations for tax years prior to 2010.

The Corporation's policy is to classify income tax related interest and penalties in interest expense and other expenses, respectively.

#### 9. Subsequent Events

The Corporation did not have any recognized or non-recognized subsequent events after June 30, 2014, the date of the statement of financial position. Subsequent events have been evaluated through October 10, 2014, the date the financial statements were issued.