

**PACIFIC INSTITUTE FOR STUDIES IN DEVELOPMENT, ENVIRONMENT, AND SECURITY**

**FINANCIAL STATEMENTS**  
**December 31, 2020 and 2019**

PACIFIC INSTITUTE FOR STUDIES IN DEVELOPMENT, ENVIRONMENT, AND SECURITY

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## INDEPENDENT AUDITOR'S REPORT

Board of Directors  
Pacific Institute for Studies in Development, Environment, and Security

We have audited the accompanying financial statements of Pacific Institute for Studies in Development, Environment, and Security (the "Institute"), which comprise the statements of financial position as of December 31, 2020 and 2019, 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.

### **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 audit to obtain reasonable assurance about whether the financial statements are free of 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.

### **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Pacific Institute for Studies in Development, Environment, and Security as of December 31, 2020 and 2019, 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.

*Propp Christensen Caniglia LLP*

June 17, 2021  
Roseville, California

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PACIFIC INSTITUTE FOR STUDIES IN DEVELOPMENT, ENVIRONMENT, AND SECURITY

STATEMENTS OF FINANCIAL POSITION

December 31, 2020 and 2019

ASSETS

	<u>2020</u>	<u>2019</u>
Current assets:		
Cash and cash equivalents	\$ 2,455,605	\$ 514,874
Grants receivable	282,742	107,537
Contracts receivable	510,578	654,367
Prepaid expenses	<u>45,028</u>	<u>50,116</u>
Total current assets	3,293,953	1,326,894
Cash held for sponsored groups	50	5,074
Investments	28,695	22,214
Deposits and other assets	<u>12,315</u>	<u>11,480</u>
Total assets	<u>\$ 3,335,013</u>	<u>\$ 1,365,662</u>

LIABILITIES AND NET ASSETS

Current liabilities:		
Accounts payable and accrued expenses	\$ 73,037	\$ 44,973
Deferred revenue	823,256	125,546
Accrued paid time off	<u>183,395</u>	<u>146,968</u>
Total current liabilities	1,079,688	317,487
Long-term liabilities:		
Payable to sponsored groups	50	5,074
Paycheck protection program loan	<u>395,461</u>	<u>-</u>
Total long-term liabilities	395,511	5,074
Total liabilities	<u>1,475,199</u>	<u>322,561</u>
Net assets:		
Without donor restrictions:		
Available for operations	1,358,161	762,070
Board designated	28,695	22,214
With donor restrictions	<u>472,958</u>	<u>258,817</u>
Total net assets	<u>1,859,814</u>	<u>1,043,101</u>
Total liabilities and net assets	<u>\$ 3,335,013</u>	<u>\$ 1,365,662</u>

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

PACIFIC INSTITUTE FOR STUDIES IN DEVELOPMENT, ENVIRONMENT, AND SECURITY

STATEMENTS OF ACTIVITIES  
For the Years Ended December 31, 2020 and 2019

	Year Ended December 31, 2020			Year Ended December 31, 2019		
	Without Donor Restrictions	With Donor Restrictions	Total	Without Donor Restrictions	With Donor Restrictions	Total
Support and revenue:						
Contract revenue	\$ 2,568,096	\$ -	\$ 2,568,096	\$ 1,988,955	\$ -	\$ 1,988,955
Grants and contributions	670,481	1,021,500	1,691,981	353,253	767,250	1,120,503
Other income	36,050	-	36,050	44,210	-	44,210
Net return on investments	9,420	-	9,420	25,122	-	25,122
Net assets released from restrictions	807,359	(807,359)	-	782,276	(782,276)	-
Total support and revenue	4,091,406	214,141	4,305,547	3,193,816	(15,026)	3,178,790
Expenses:						
Program services	2,441,413	-	2,441,413	2,029,257	-	2,029,257
General and administrative	542,501	-	542,501	635,472	-	635,472
Fundraising	210,084	-	210,084	228,817	-	228,817
Communications	121,844	-	121,844	69,321	-	69,321
Facilities	172,992	-	172,992	179,723	-	179,723
Total expenses	3,488,834	-	3,488,834	3,142,590	-	3,142,590
Change in net assets	602,572	214,141	816,713	51,226	(15,026)	36,200
Net assets, beginning of year	784,284	258,817	1,043,101	733,058	273,843	1,006,901
Net assets, end of year	\$ 1,386,856	\$ 472,958	\$ 1,859,814	\$ 784,284	\$ 258,817	\$ 1,043,101

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

PACIFIC INSTITUTE FOR STUDIES IN DEVELOPMENT, ENVIRONMENT, AND SECURITY

STATEMENTS OF FUNCTIONAL EXPENSES  
For the Years Ended December 31, 2020 and 2019

	Program Services	General and Administrative	Fundraising	Communications	Facilities	2020 Total
Salaries	\$ 1,129,262	\$ 356,725	\$ 154,681	\$ 94,996	\$ -	\$ 1,735,664
Payroll taxes	93,754	22,824	10,607	6,836	-	134,021
Employee benefits	251,878	69,035	30,297	16,784	-	367,994
Professional fees	922,334	43,525	-	-	-	965,859
Occupancy	-	-	-	-	158,693	158,693
Travel	17,481	707	-	-	-	18,188
Telephone and communications	9,963	15,021	2,247	1,918	9,964	39,113
Conferences and meetings	1,108	174	-	-	3,092	4,374
Printing and publications	13,525	3,564	1,403	1,288	-	19,780
Office supplies	630	5,954	-	-	1,243	7,827
Insurance	-	6,337	-	-	-	6,337
Staff development	-	12,640	-	22	-	12,662
Bank and other fees	-	3,983	-	-	-	3,983
Postage and shipping	235	661	-	-	-	896
Miscellaneous	1,243	1,351	10,849	-	-	13,443
<b>Total expenses</b>	<b>2,441,413</b>	<b>542,501</b>	<b>210,084</b>	<b>121,844</b>	<b>172,992</b>	<b>3,488,834</b>
Shared costs allocation	837,337	(542,501)	-	(121,844)	(172,992)	-
<b>Total after allocation</b>	<b>\$ 3,278,750</b>	<b>\$ -</b>	<b>\$ 210,084</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,488,834</b>

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

PACIFIC INSTITUTE FOR STUDIES IN DEVELOPMENT, ENVIRONMENT, AND SECURITY

STATEMENTS OF FUNCTIONAL EXPENSES (CONTINUED)

For the Years Ended December 31, 2020 and 2019

	Program Services	General and Administrative	Fundraising	Communications	Facilities	2019 Total
Salaries	\$ 1,042,251	\$ 435,525	\$ 166,946	\$ 51,894	\$ -	\$ 1,696,616
Payroll taxes	81,492	32,986	13,444	4,396	-	132,318
Employee benefits	215,725	70,097	32,432	9,310	-	327,564
Professional fees	549,881	51,795	-	-	-	601,676
Occupancy	-	-	-	-	156,417	156,417
Travel	98,086	3,922	2,424	-	-	104,432
Telephone and communications	5,508	11,782	1,188	3,721	11,538	33,737
Conferences and meetings	22,680	648	-	-	3,266	26,594
Printing and publications	12,724	1,552	7,906	-	-	22,182
Office supplies	10	2,306	-	-	8,502	10,818
Insurance	-	5,830	-	-	-	5,830
Staff development	-	9,386	-	-	-	9,386
Bank and other fees	112	3,323	-	-	-	3,435
Postage and shipping	191	860	1,379	-	-	2,430
Miscellaneous	597	5,460	3,098	-	-	9,155
<b>Total expenses</b>	<b>2,029,257</b>	<b>635,472</b>	<b>228,817</b>	<b>69,321</b>	<b>179,723</b>	<b>3,142,590</b>
Shared costs allocation	884,516	(635,472)	-	(69,321)	(179,723)	-
<b>Total after allocation</b>	<b>\$ 2,913,773</b>	<b>\$ -</b>	<b>\$ 228,817</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,142,590</b>

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

PACIFIC INSTITUTE FOR STUDIES IN DEVELOPMENT, ENVIRONMENT, AND SECURITY

STATEMENTS OF CASH FLOWS  
For the Years Ended December 31, 2020 and 2019

	<u>2020</u>	<u>2019</u>
Cash flows from operating activities:		
Cash received from grants, contracts and contributions	\$ 4,926,371	\$ 2,830,857
Cash received from investments and other income	38,634	46,394
Cash paid to vendors, employees and other agencies	<u>(3,425,114)</u>	<u>(3,200,308)</u>
Net cash provided by (used in) operating activities	<u>1,539,891</u>	<u>(323,057)</u>
Cash flows from investing activities:		
Purchase of investments	(19,909)	(7,103)
Proceeds from sale of investments	<u>20,264</u>	<u>121,104</u>
Net cash provided by investing activities	<u>355</u>	<u>114,001</u>
Cash flows from financing activities:		
Paycheck protection program loan	<u>395,461</u>	<u>-</u>
Change in cash and cash equivalents	1,935,707	(209,056)
Cash and cash equivalents, beginning of year	<u>519,948</u>	<u>729,004</u>
Cash and cash equivalents, end of year	<u><u>\$ 2,455,655</u></u>	<u><u>\$ 519,948</u></u>
Ending cash and cash equivalents includes the following accounts:		
Cash and cash equivalents	\$ 2,455,605	\$ 514,874
Cash held for sponsored groups	<u>50</u>	<u>5,074</u>
	<u><u>\$ 2,455,655</u></u>	<u><u>\$ 519,948</u></u>

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



PACIFIC INSTITUTE FOR STUDIES IN DEVELOPMENT, ENVIRONMENT, AND SECURITY

STATEMENTS OF CASH FLOWS (CONTINUED)  
For the Years Ended December 31, 2020 and 2019

	<u>2020</u>	<u>2019</u>
Reconciliation of change in net assets to net cash provided by (used in) operating activities:		
Change in net assets	\$ 816,713	\$ 36,200
Adjustments to reconcile change in net assets provided by (used in) operating activities:		
Net unrealized gain on investments	(6,836)	(22,938)
Change in operating assets and liabilities:		
Grants receivable	(175,205)	94,434
Contracts receivable	143,789	(270,005)
Prepaid expenses	5,088	(12,708)
Deposits and other assets	(835)	-
Accounts payable and accrued expenses	28,064	(77,364)
Deferred revenue	697,710	(103,030)
Accrued paid time off	36,427	27,692
Payable to sponsored groups	(5,024)	4,662
Net cash provided by (used in) operating activities	<u>\$ 1,539,891</u>	<u>\$ (323,057)</u>

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

PACIFIC INSTITUTE FOR STUDIES IN DEVELOPMENT, ENVIRONMENT, AND SECURITY

NOTES TO FINANCIAL STATEMENTS

December 31, 2020 and 2019

NOTE 1: NATURE OF ORGANIZATION

Pacific Institute for Studies in Development, Environment, and Security (the "Institute") was organized in 1987 as a not-for-profit organization. The Institute works to create a healthier planet and sustainable communities. It conducts interdisciplinary research and partners with stakeholders to produce solutions that advance environmental protection, economic development, and social equity in California, nationally, and internationally. The Institute's main office is located in Oakland, California.

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The financial statements of the Institute have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables and other liabilities.

Basis of Presentation

The Institute presents its financial statements in accordance with Financial Accounting Standards Board ("FASB") Accounting Standards Codification ("ASC") Topic 958, Subtopic 210 (FASB ASC 958-210), Presentation of Financial Statements of Not-for-Profit Entities as amended by Accounting Standards Update ("ASU") 2016-14. Under FASB ASC 958-210, the Institute is required to report information regarding its financial position and activities according to the following two classes of net assets:

Net assets without donor restrictions - Net assets that are not subject to stipulations. Board designated net assets represents assets without donor restrictions that have been set aside by the Board of Directors. This amount is set aside until it reaches \$500,000, at which time this will be considered a quasi-endowment.

Net assets with donor restrictions - Net assets that are subject to stipulations that will be met by actions or the passage of time.

Revenues and gains and losses on investments are reported as changes in net assets without donor restrictions unless use of the related assets is limited by donor-imposed restrictions. Expenses are reported as changes in net assets without donor restrictions. Expirations of donor restrictions on net assets are reported as reclassifications between the applicable classes of net assets.

Donor-restricted contributions are reported as revenues which increase net assets with donor restrictions. Expirations of donor restrictions on contributions whose restrictions are met in the same reporting period have been reported as reclassifications between the applicable classes of net assets.

Program and Functional Expenses

The costs of providing program services have been summarized on a functional basis in the statement of activities and in the statement of functional expenses. Costs specifically identified with programs or fundraising are directly allocated to those functions. All costs not identifiable with a specific program or fundraising activity, but indispensable to the conduct of such programs and activities and to the Institute's existence, are included as management and general expenses. Expenses that benefit more than one function of the Institute are allocated among the functions based generally on the amount of time and effort spent by personnel on each function.

NOTES TO FINANCIAL STATEMENTS  
December 31, 2020 and 2019

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Revenue Recognition

In accordance with the provisions of FASB ASC Topic 958-605, *Not-for-Profit Entities – Revenue Recognition* (FASB ASC 958-605), unconditional contributions are generally recognized as revenues or gains in the period received and as assets, decreases of liabilities, or expenses depending on the form of the benefits received. Unconditional promises to give (pledges) are recognized as revenues once a valid pledge has been received. The receivable and corresponding revenue are recognized concurrently. Conditional contributions and pledges are recorded when the conditions have been met.

The Institute reports gifts of goods and equipment as unrestricted support unless explicit donor stipulations specify how the donated assets must be used. Gifts of long-lived assets with explicit restrictions that specify how the assets are to be used and gifts of cash or other assets that must be used to acquire long-lived assets are reported as restricted support. Absent explicit donor stipulations about how long those long-lived assets must be maintained, the Institute reports expirations of donor restrictions when the donated or acquired long-lived assets are placed in service.

In June 2018, the Financial Accounting Standards Board ("FASB") issued Accounting Standards Update ("ASU") No. 2018-08 "Not-for-Profit Entities (Topic 958)". The ASU provides an update to clarify and improve the scope and the accounting guidance for contributions received and contributions made. The amendments in this update should assist entities in (1) evaluating whether transactions should be accounted for as contributions (nonreciprocal transactions) within the scope of Topic 958, Not-for-Profit Entities, or as exchange (reciprocal) transactions subject to other guidance and (2) determining whether a contribution is conditional. The Institute has adopted the provision as of December 31, 2019 with no effect to previously reported net assets.

On January 1, 2019, the Institute adopted FASB ASC Topic 606, *Revenue from Contracts with Customers*, which replaced most existing revenue recognition guidance. Topic 606 requires an entity to recognize the amount of revenue to which it expects to be entitled for the transfer of promised goods or services to customers. The Institute has retrospectively adopted the provision as of December 31, 2020 with no effect to previously reported net assets. The Institute recognizes revenue arising from research contracts with its customers based upon performance of the contract obligations when goods are transferred or services rendered in accordance with FASB ASC 606, *Revenue from Contracts with Customers*. The completion of a research contract is generally considered to be a single performance obligation satisfied over the duration of the research project and recognized as revenue as the services are rendered.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reported period. Actual results could differ from those estimates.

Cash and Cash Equivalents

For purposes of the statement of cash flows, the Institute considers all unrestricted highly liquid investments with an initial maturity of three months or less to be cash equivalents. In accordance with FASB ASC 230, *Statement of Cash Flows*, the statement of cash flows presents the total change in cash, including restricted cash, during the year.

NOTES TO FINANCIAL STATEMENTS

December 31, 2020 and 2019

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fixed Assets and Depreciation

The Institute records acquisition of tangible items with a cost or fair value of \$2,500 or more and development and design of its website as fixed assets. Fixed assets are recorded at cost when purchased or developed and fair value when received as a donation. Depreciation is provided over the estimated useful lives using the straight-line method of depreciation. Property and equipment consists of \$43,571 of costs capitalized for the Institute's website. Accumulated depreciation at December 31, 2020 and 2019 totaled \$43,571.

Investments

Investments are recorded at fair market value. Changes in the carrying amounts of investments held are included in the statement of activities as unrealized gains or losses. Investment income, gains and losses are reported as changes in assets without donor restrictions unless a donor restricts their use. Investments designated by the Board of Directors for long-term purposes are classified and reported as non-current assets.

Allocation of Shared Costs

Shared costs include costs related to the operation and maintenance of the office facility. They are pooled in a cost center and allocated among program and supporting activities benefiting from them, in total, based on Full Time Equivalent count. Salaries and related costs are allocated based on time activity reports prepared by staff during the year.

Fair Value of Financial Instruments

FASB ASC Topic 820-10, *Fair Value Measurements and Disclosures* (FASB ASC 820-10), establishes a framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurements) and the lowest priority to unobservable inputs (level 3 measurements). The three levels of the fair value hierarchy under FASB ASC 820-10 are described as follows:

Level 1 Fair Value Measurements

Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Institute has the ability to access.

Level 2 Fair Value Measurements

Inputs to the valuation methodology are

- quoted prices for similar assets or liabilities in active markets;
- quoted prices for identical or similar assets or liabilities in inactive markets;
- inputs other than quoted prices that are observable for the asset or liability;
- inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the level 2 input must be observable for substantially the full term of the asset or liability.

Level 3 Fair Value Measurements

Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

NOTES TO FINANCIAL STATEMENTS  
December 31, 2020 and 2019

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

*Fair Value of Financial Instruments (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 measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs. The following methods and assumptions were used by the Institute in estimating the fair value of its financial instruments:

Marketable Securities: Fair values, which are the amounts reported in the statement of financial position, are based on quoted market prices.

In January 2016, the FASB modified ASC Section 825 by issuing ASU 2016-01, *Financial Instruments – Overall*. The amendments in this update are designed to address certain aspects of recognition, measurement, presentation, and disclosure of financial instruments. The Institute has adopted the new guidance as of December 31, 2019.

*Income Taxes*

The Institute is recognized as a public charity exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code and Section 23701(d) of the California Revenue and Taxation Code, whereby only unrelated business income, as defined by Section 512(a)(1) of the Internal Revenue Code and similar code sections of the California Revenue and Taxation Code, is subject to income tax. The Institute does not have any uncertain tax positions that are material to the financial statements, as management believes all of its activities are related to its tax-exempt purposes. After they are filed, the information returns remain subject to examination by the taxing authorities generally three years for federal returns and four years for state returns.

*Upcoming Accounting Pronouncements*

In February 2016, the FASB issued ASU 2016-02, Leases (Topic 842). The new standard will supersede much of the existing authoritative literature for leases. Under ASU 2016-02, a lessee will be required to recognize right-to-use assets and liabilities on their statement of financial position for all leases with lease terms of more than twelve months. The amendments in the update are effective for annual reporting periods beginning after December 15, 2020. Early application is permitted. Management has not determined the impact on the financial statements.

In September 2020, the FASB modified ASC Section 958 by issuing ASU 2020-07, *Not-for-Profit (Topic 958)*. The amendments in this update are designed to improve financial reporting by providing new presentation and disclosure requirements about contributed nonfinancial assets for not-for-profits, including additional disclosure requirements for recognized contributed services. The amendments in the update are effective for annual reporting periods beginning after June 15, 2021. Early application is permitted. Management has not determined the impact on the financial statements.

*Reclassifications*

Certain amounts in the 2019 financial statements have been reclassified, with no effect to change in net assets, to conform to the 2020 financial statement presentation.

*Subsequent Events*

Events and transactions have been evaluated for potential recognition and disclosure through June 17, 2021, the date that the financial statements were available to be issued.

PACIFIC INSTITUTE FOR STUDIES IN DEVELOPMENT, ENVIRONMENT, AND SECURITY

NOTES TO FINANCIAL STATEMENTS  
December 31, 2020 and 2019

NOTE 3: LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS

As part of the Institute's liquidity management, it has a policy to structure its financial assets to be available as its general expenditures, liabilities and other obligations come due.

The Institute's financial assets available within one year of the balance sheet date for general expenditures are as follows:

	<u>2020</u>	<u>2019</u>
Cash and cash equivalents	\$ 2,455,605	\$ 514,874
Grants receivable	282,742	107,537
Contracts receivable	<u>510,578</u>	<u>654,367</u>
Financial assets	3,248,925	1,276,778
Less those unavailable for general expenditures within one year, due to purpose restrictions stipulated by donors	(472,958)	(258,817)
Board designations	<u>(28,695)</u>	<u>(22,214)</u>
Financial assets available to meet cash need for expenditures within one year	<u>\$ 2,747,272</u>	<u>\$ 995,747</u>

NOTE 4: CONCENTRATIONS

Cash and Cash Equivalents

The Institute maintains cash and cash equivalents in various financial institutions and investment company accounts. The cash balances are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000 and investment accounts are insured by the Securities Investor Protection Corporation (SIPC) up to \$500,000. At December 31, 2020 and 2019, the uninsured cash balances totaled \$2,021,660 and \$110,559, respectively.

Major Funding Sources

Support and revenue for the years ended December 31, 2020 and 2019, included one major funding source each year, which accounted for approximately 41% and 40%, respectively, of the support and revenue of the Institute. Management believes the concentration of risk is minimal due to the collection history from these funding sources.

NOTE 5: CASH HELD FOR SPONSORED GROUPS

The Institute acts as the fiscal agent for various other organizations from which administrative fees are earned. Funds are disbursed as directed by the respective entities and are not available for use by the Institute.

PACIFIC INSTITUTE FOR STUDIES IN DEVELOPMENT, ENVIRONMENT, AND SECURITY

NOTES TO FINANCIAL STATEMENTS  
December 31, 2020 and 2019

NOTE 6: INVESTMENTS AT FAIR VALUE

All investments held by the Institute are in mutual funds investing in stocks.

The following table sets forth by level, within the fair value hierarchy, the Institute's assets at fair value as of December 31, 2020 and 2019:

December 31, 2020	Level 1	Level 2	Level 3	Total
Mutual funds	<u>\$ 28,695</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 28,695</u>
December 31, 2019	Level 1	Level 2	Level 3	Total
Mutual funds	<u>\$ 22,214</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 22,214</u>

NOTE 7: OPERATING LEASES

The Institute leases its offices under non-cancelable operating leases with monthly rent subject to annual increases. Rent expense totaled \$156,392 and \$150,920 for the years ended December 31, 2020 and 2019, respectively. The leases do not extend for terms greater than one year.

NOTE 8: LINE OF CREDIT

During 2013, the Institute obtained an unsecured line of credit from Wells Fargo Bank in the amount of \$67,500 with an interest rate of prime plus 6.75%. As of December 31, 2020 and 2019 there was no outstanding balance.

The Institute obtained a line of credit from Beneficial State Bank in the amount of \$150,000 with a variable interest rate based on the Prime Rate as quoted in the Wall Street Journal West Coast Edition of 3.25% plus a margin of 2%, resulting in an initial interest rate of 5.25%. As of December 31, 2020 there was no outstanding balance.

NOTE 9: RETIREMENT BENEFITS

The Institute has a defined contribution plan available to all of its full-time employees that provides up to 5% of gross wages as matching contributions for eligible employees. For the years ended December 31, 2020 and 2019, the employer matching contribution was \$82,341 and \$75,489, respectively.

NOTE 10: PAYCHECK PROTECTION PROGRAM LOAN

In April 2020, the Institute was granted a loan from Beneficial State Bank in the amount of \$395,461, under the Paycheck Protection Program ("PPP") as part of the Coronavirus Aid, Relief, and Economic Security (CARES) Act. The loan bears interest at 1% per annum and matures in April 2022. The note and accrued interest are forgivable after 24 weeks as long as the borrower uses the loan proceeds for eligible purposes, including payroll, benefits, rent and utilities, and maintains its employment levels. As of December 31, 2020, the Institute had met the conditions for loan forgiveness and has applied for loan forgiveness. Subsequent to year end, the Institute received notification that the note and accrued interest had been forgiven in full.

PACIFIC INSTITUTE FOR STUDIES IN DEVELOPMENT, ENVIRONMENT, AND SECURITY

NOTES TO FINANCIAL STATEMENTS

December 31, 2020 and 2019

NOTE 11: RISKS AND UNCERTAINTIES

The COVID-19 coronavirus outbreak in the United States has caused business disruption through mandated and voluntary closings of businesses. While the disruption is currently expected to be temporary, there is considerable uncertainty around the duration. However, the related financial impact and duration cannot be reasonably estimated at this time.

NOTE 12: NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions were available for the following purposes as of December 31, 2020 and 2019:

	<u>2020</u>	<u>2019</u>
Capacity building for sustainable urban water	\$ 14,432	\$ 14,432
Water resource policy	-	2,937
Salton sea environment crisis	914	7,098
Work with community on Santa Ana Watershed	1,508	17,501
Multi-Benefit Test Cases	-	110
Multi-Benefit Frame II	-	2,201
Basic water needs	19,611	17,021
Water stewardship	-	6,084
WASH for Work Secretariat Support	1,332	1,332
PG BMI Prize to be directed to fund research student(s)	2,865	16,216
PG BMI Prize to fund research of choice	15,949	40,400
To support technical assistance to improve stormwater management and water sustainability in Santa Ana and Los Angeles counties	-	50,691
Site Targets and Interventions	-	7,508
Water Efficiency Research and Outreach	33,824	40,808
Mapping public water management	25,669	34,478
To collaborate with Science Based Target Freshwater Hub in advancing urgent workstreams	42,875	-
Projects Advancing Collaborative Corporate Water Stewardship in California	142,071	-
Integrated water management tools	53,358	-
Strengthening drought resilience of groundwater-dependent drinking water systems in California	11,407	-
To drive multi-benefit water investments in Texas	21,500	-
To provide information for advocates to make the case for addressing revenue shortfalls experienced by very small community water systems due to the COVID-19 crisis	20,558	-
Water and COVID-19	32,500	-
To support technical assistance to improve stormwater management and water sustainability in Southern California	32,585	-
	<u>\$ 472,958</u>	<u>\$ 258,817</u>