

**THE FOUNDATION FOR LANDSCAPE STUDIES, INC.**

**FINANCIAL STATEMENTS  
AND  
SUPPLEMENTARY INFORMATION**

**JUNE 30, 2013 AND 2012**

**THE FOUNDATION FOR LANDSCAPE STUDIES, INC.**

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## **INDEPENDENT AUDITORS' REPORT**

To the Board of Directors of  
The Foundation for Landscape Studies, Inc.

We have audited the accompanying financial statements of The Foundation for Landscape Studies, Inc. (a nonprofit corporation), which comprise the statements of financial position as of June 30, 2013 and 2012, and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements.

### **Management's Responsibility for the Financial Statements**

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 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 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 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 The Foundation for Landscape Studies, Inc. as of June 30, 2013 and 2012, 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.

A handwritten signature in black ink that reads "Lutz + Carr, LLP". The signature is fluid and cursive, with "Lutz" and "Carr" connected by a horizontal line.

New York, New York  
January 31, 2014

**THE FOUNDATION FOR LANDSCAPE STUDIES, INC.**

**STATEMENTS OF FINANCIAL POSITION**

**JUNE 30, 2013 AND 2012**

	<b>2013</b>	<b>2012</b>
<b>Assets</b>		
Cash and cash equivalents (Notes 1b and 5)	\$321,779	\$405,513
Unconditional promises to give (Note 1c)	-	2,000
Accounts receivable	1,735	-
Equipment and intangible assets, at cost, net of accumulated depreciation and amortization (Notes 1d and 3)	<u>14,246</u>	<u>18,574</u>
 <b>Total Assets</b>	 <u>\$337,760</u>	 <u>\$426,087</u>
 <b>Liabilities and Net Assets</b>		
Liabilities		
Accounts payable and accrued expenses	\$ 21,176	\$ 18,152
 Net Assets		
Board designated reserve fund (Note 2)	140,000	-
Unrestricted	<u>176,584</u>	<u>407,935</u>
Total Net Assets	<u>316,584</u>	<u>407,935</u>
 <b>Total Liabilities and Net Assets</b>	 <u>\$337,760</u>	 <u>\$426,087</u>

See notes to financial statements.

**THE FOUNDATION FOR LANDSCAPE STUDIES, INC.**

**STATEMENTS OF ACTIVITIES**

**YEARS ENDED JUNE 30, 2013 AND 2012**

	<b>2013</b>	<b>2012</b>
<b>Changes in Unrestricted Net Assets</b>		
Support and Revenue		
Contributions (Note 1a)	\$197,333	\$264,312
Fundraising benefits	70,085	79,300
Less: Direct fundraising costs	(13,536)	(21,411)
Donated use of facilities (Note 4)	10,000	10,000
Lecture and tour income	17,455	1,050
Realized gain (loss) on sale of donated stock	(15)	1,602
Interest and other income	588	1,518
	<hr/>	<hr/>
Total Support and Revenue	281,910	336,371
	<hr/>	<hr/>
Expenses		
Program Services	309,124	246,321
Supporting Services		
Management and general	32,647	29,506
Fundraising	31,490	35,020
	<hr/>	<hr/>
Total Expenses	373,261	310,847
	<hr/>	<hr/>
Increase (decrease) in net assets	(91,351)	25,524
Net assets, beginning of year	407,935	382,411
	<hr/>	<hr/>
<b>Net Assets, End of Year</b>	<b>\$316,584</b>	<b>\$407,935</b>

See notes to financial statements.

**THE FOUNDATION FOR LANDSCAPE STUDIES, INC.**

**STATEMENTS OF CASH FLOWS**

**YEARS ENDED JUNE 30, 2013 AND 2012**

	<b>2013</b>	<b>2012</b>
<b>Cash Flows From Operating Activities</b>		
Increase (decrease) in net assets	\$ (91,351)	\$ 25,524
Adjustments to reconcile increase (decrease) in net assets to net cash provided (used) by operating activities:		
Depreciation and amortization	5,517	5,888
Donated stock	(15,256)	(9,988)
Gain on donated stock	-	(1,184)
Loss on donated stock	15	-
(Increase) decrease in:		
Unconditional promises to give	2,000	(2,000)
Accounts receivable	(1,735)	-
Increase in accounts payable and accrued expenses	3,024	1,421
<b>Net Cash Provided (Used) By Operating Activities</b>	<b><u>(97,786)</u></b>	<b><u>19,661</u></b>
<b>Cash Flows From Investing Activities</b>		
Acquisition of property and equipment	(1,189)	(9,398)
Proceeds from sale of donated stock	15,241	11,172
<b>Net Cash Provided By Investing Activities</b>	<b><u>14,052</u></b>	<b><u>1,774</u></b>
Net increase (decrease) in cash and cash equivalents	(83,734)	21,435
Cash and cash equivalents, beginning of year	<u>405,513</u>	<u>384,078</u>
<b>Cash and Cash Equivalents, End of Year</b>	<b><u>\$321,779</u></b>	<b><u>\$405,513</u></b>

See notes to financial statements.

**THE FOUNDATION FOR LANDSCAPE STUDIES, INC.****NOTES TO FINANCIAL STATEMENTS****JUNE 30, 2013 AND 2012****Note 1 - Organization and Summary of Significant Accounting Policies****a - Organization**

The Foundation for Landscape Studies, Inc. (the "Organization") initiates collaborative projects with other organizations, institutions and individuals that promote and advance landscape history and historic landscape design, theory and practice.

For the year ended June 30, 2013, approximately 51% of the contributions came from two individuals. For the year ended June 30, 2012, approximately 62% of the contributions came from a trust and two individuals.

**b - Cash and Cash Equivalents**

For purposes of the statement of cash flows, the Organization considers all unrestricted highly liquid debt instruments, including money market funds, to be cash equivalents.

**c - Contributions and Unconditional Promises to Give**

Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support depending on the existence and/or nature of any donor restrictions.

Contributions are recognized when the donor makes a promise to give to the Organization that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in unrestricted net assets if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in temporarily or permanently restricted net assets depending on the nature of the restrictions. When a restriction is met, temporarily restricted net assets are reclassified to unrestricted net assets.

**d - Equipment and Intangible Assets**

Equipment is recorded at cost and is depreciated using the straight-line method over its estimated useful life. The cost of the website and trademark are capitalized and amortized using the straight-line method over the estimated life of the respective assets.

**e - Financial Statement Presentation**

The Organization 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 FOUNDATION FOR LANDSCAPE STUDIES, INC.****NOTES TO FINANCIAL STATEMENTS****JUNE 30, 2013 AND 2012****Note 1 - Organization and Summary of Significant Accounting Policies (continued)****f - Estimates**

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

**g - Tax Status**

The Foundation for Landscape Studies, Inc. is a not-for-profit organization exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code and has been designated as an organization which is not a private foundation. Management has evaluated all income tax positions and concluded that no disclosures related to uncertain tax positions are required in the financial statements. The foundation's tax returns are generally subject to examination by taxing authorities for a period of three years from filing.

**h - Subsequent Events**

The Organization has evaluated subsequent events through January 31, 2014, the date that the financial statements are considered available to be issued.

**Note 2 - Board Designated Reserve Fund**

The Board of Directors authorized the establishment of a general Board-Designated Reserve Fund intended to cushion unanticipated shortfalls in budgeted revenues from time to time. The initial size of this reserve was established at \$140,000, which was computed as 50% of total revenues shown in the 2013 budget. The Board established as the policy of the Organization that it shall be the ordinary practice of the Organization to maintain a general operating reserve equal to not less than 50% of the total revenues shown in the budget for the then-current fiscal year. Unless otherwise determined by the Board, amounts in this general reserve shall be available solely to fund actual operating losses.

**THE FOUNDATION FOR LANDSCAPE STUDIES, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**JUNE 30, 2013 AND 2012**

**Note 3 - Equipment and Intangible Assets**

Equipment and intangible assets are recorded at cost and consist of the following at June 30:

	<u>Life</u>	<u>2013</u>	<u>2012</u>
Computers	5 years	\$10,587	\$ 9,398
Website	5 years	15,705	15,705
Trademark	10 years	<u>23,000</u>	<u>23,000</u>
		49,292	48,103
Less: Accumulated depreciation and amortization		<u>(35,046)</u>	<u>(29,529)</u>
		<u><b>\$14,246</b></u>	<u><b>\$18,574</b></u>

Depreciation and amortization expense for the years ended June 30, 2013 and 2012 was \$5,517 and \$5,888, respectively.

**Note 4 - Donated Use of Facilities**

The Organization's rent was donated during the years ended June 30, 2013 and 2012 and was valued at \$10,000.

**Note 5 - Concentration of Credit Risk**

The Organization maintains its cash accounts at a financial institution in New York City.

**Note 6 - Functional Allocation of Expenses**

The cost of providing the various program and supporting services has been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services in reasonable ratios determined by management.

## **SUPPLEMENTARY INFORMATION**



**INDEPENDENT AUDITORS' REPORT  
ON SUPPLEMENTARY INFORMATION**

To the Board of Directors of  
The Foundation for Landscape Studies, Inc.

We have audited the financial statements of The Foundation for Landscape Studies, Inc. as of and for the years ended June 30, 2013 and 2012, and our report thereon dated January 31, 2014, which expressed an unmodified opinion on those financial statements, appears on pages 1 and 2. Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The Schedule of Functional Expenses for the year ended June 30, 2013 with comparative totals for 2012 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 audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

A handwritten signature in black ink that reads "Lutz + Carr, LLP".

New York, New York  
January 31, 2014

**THE FOUNDATION FOR LANDSCAPE STUDIES, INC.**

**SCHEDULE OF FUNCTIONAL EXPENSES**

**YEAR ENDED JUNE 30, 2013 WITH COMPARATIVE TOTALS FOR 2012**

	<b>Program Services</b>	<b>Supporting Services</b>		<b>2013</b>	<b>2012</b>
		<b>Management and General</b>	<b>Fundraising</b>	<b>Total Expenses</b>	<b>Total Expenses</b>
Salaries and payroll taxes	\$114,679	\$ 2,730	\$ 6,179	\$123,588	\$123,680
Professional fees	61,858	28,527	8,332	98,717	75,720
Writer and translation fees	17,343	-	-	17,343	-
Grant expense	49,500	-	-	49,500	26,000
Rent	9,000	500	500	10,000	10,000
Office supplies	2,770	154	154	3,078	3,736
Postage	7,590	422	422	8,434	5,319
Printing and publication	21,689	-	-	21,689	24,535
Virtual book	2,911	-	-	2,911	7,462
Travel and hospitality	906	50	50	1,006	6,505
Tour expenses	6,218	-	-	6,218	-
Public relations	4,400	-	-	4,400	-
Telephone	90	5	5	100	103
Indirect benefit expenses	-	-	15,589	15,589	17,639
Miscellaneous	4,653	259	259	5,171	4,260
Depreciation and amortization	<u>5,517</u>	<u>-</u>	<u>-</u>	<u>5,517</u>	<u>5,888</u>
Total Expenses, 2013	<u><u>\$309,124</u></u>	<u><u>\$ 32,647</u></u>	<u><u>\$ 31,490</u></u>	<u><u>\$373,261</u></u>	
Total Expenses, 2012	<u><u>\$246,321</u></u>	<u><u>\$ 29,506</u></u>	<u><u>\$ 35,020</u></u>		<u><u>\$310,847</u></u>

See independent auditors' report on supplementary information.