

**THE ROYAL OAK FOUNDATION, INC.**

**FINANCIAL STATEMENTS  
AND  
SUPPLEMENTARY INFORMATION**

**DECEMBER 31, 2015 AND 2014**

**THE ROYAL OAK FOUNDATION, INC.**

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## **INDEPENDENT AUDITORS' REPORT**

To the Board of Directors of  
The Royal Oak Foundation, Inc.

We have audited the accompanying financial statements of The Royal Oak Foundation, Inc. (a not-for-profit corporation), which comprise the statements of financial position as of December 31, 2015 and 2014, 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 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 Royal Oak Foundation, Inc. as of December 31, 2015 and 2014, 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 &amp; Carr, LLP". The signature is fluid and cursive, with "Lutz" and "Carr" connected by a horizontal stroke.

New York, New York  
April 20, 2016

**THE ROYAL OAK FOUNDATION, INC.**

**STATEMENTS OF FINANCIAL POSITION**

**DECEMBER 31, 2015 AND 2014**

	<b>2015</b>	<b>2014</b>
<b>Assets</b>		
Cash and cash equivalents (Notes 1b and 3)	\$ 508,865	\$ 871,319
Investments (Notes 1c, 1d and 4)	5,052,053	5,128,700
Accounts receivable (Note 1e)	11,659	13,730
Unconditional promises to give (Notes 1f, 5a and 5b)		
Unrestricted	61,600	19,559
Temporarily restricted	284,624	80,000
Interest in charitable remainder trusts (Notes 1c, 1g and 6)	543,711	583,906
Prepaid expenses and other assets	25,633	36,038
Cash surrender value of life insurance (Note 7)	35,788	34,585
Security deposit	20,276	29,108
Property and equipment, at cost (net of accumulated depreciation) (Notes 1h and 8)	122,309	222,593
Contributed works of art (Note 9)	54,000	54,000
 <b>Total Assets</b>	<b>\$6,720,518</b>	<b>\$7,073,538</b>
 <b>Liabilities and Net Assets</b>		
<b>Liabilities</b>		
Accounts payable and other current liabilities	\$ 32,061	\$ 34,597
Grants payable	-	626,000
Deferred revenue (Note 1i)	10,000	11,500
Deferred rent (Note 1j)	22,877	-
Total Liabilities	<b>64,938</b>	<b>672,097</b>
 Commitments (Notes 11 and 12)		
 <b>Net Assets (Note 2)</b>		
Unrestricted		
Operating	1,141,804	1,071,518
Board designated	4,365,115	4,520,274
Total Unrestricted	<b>5,506,919</b>	<b>5,591,792</b>
Temporarily restricted	1,039,803	763,549
Permanently restricted (Notes 2c and 10)	108,858	46,100
Total Net Assets	<b>6,655,580</b>	<b>6,401,441</b>
 <b>Total Liabilities and Net Assets</b>	<b>\$6,720,518</b>	<b>\$7,073,538</b>

See notes to financial statements.

## THE ROYAL OAK FOUNDATION, INC.

## STATEMENTS OF ACTIVITIES

YEARS ENDED DECEMBER 31, 2015 AND 2014

	2015				2014			
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
<b>Changes in Net Assets</b>								
Revenues, Gains and Support								
Contributions (Note 1f)	\$ 673,233	\$ 364,330	\$ -	\$ 1,037,563	\$ 758,689	\$ 10,592	\$ -	\$ 769,281
Membership dues	793,195	-	-	793,195	727,591	-	-	727,591
Fundraising benefit	232,469	-	-	232,469	234,804	-	-	234,804
Less: Direct expenses	(70,586)	-	-	(70,586)	(92,420)	-	-	(92,420)
Educational programs	289,702	-	-	289,702	373,401	-	-	373,401
Royalty income	38,155	-	-	38,155	57,426	-	-	57,426
Less: Royalty expenses	(225)	-	-	(225)	(5,148)	-	-	(5,148)
Net investment income (Note 4)	1,040	-	-	1,040	65,617	-	-	65,617
Increase in cash surrender value of life insurance (Note 7)	1,203	-	-	1,203	1,514	-	-	1,514
Other income	19,656	-	-	19,656	16,086	-	-	16,086
Net assets released from restrictions (Note 2b)	1,977,842	364,330	-	2,342,172	2,137,560	10,592	-	2,148,152
	90,130	(90,130)	-	-	251,151	(251,151)	-	-
Total Revenues, Gains and Support	<u>2,067,972</u>	<u>274,200</u>	<u>-</u>	<u>2,342,172</u>	<u>2,388,711</u>	<u>(240,559)</u>	<u>-</u>	<u>2,148,152</u>
Expenses								
Program Services								
Grants and scholarships	644,092	-	-	644,092	917,031	-	-	917,031
Membership	480,854	-	-	480,854	467,658	-	-	467,658
Programs	634,831	-	-	634,831	630,063	-	-	630,063
Total Program Services	<u>1,759,777</u>	<u>-</u>	<u>-</u>	<u>1,759,777</u>	<u>2,014,752</u>	<u>-</u>	<u>-</u>	<u>2,014,752</u>
Supporting Services								
Management and general	229,457	-	-	229,457	189,492	-	-	189,492
Fundraising	391,427	-	-	391,427	308,253	-	-	308,253
Total Supporting Services	<u>620,884</u>	<u>-</u>	<u>-</u>	<u>620,884</u>	<u>497,745</u>	<u>-</u>	<u>-</u>	<u>497,745</u>
Total Expenses	<u>2,380,661</u>	<u>-</u>	<u>-</u>	<u>2,380,661</u>	<u>2,512,497</u>	<u>-</u>	<u>-</u>	<u>2,512,497</u>
Increase (Decrease) in Net Assets Before Other Revenues and Expenses	<u>(312,689)</u>	<u>274,200</u>	<u>-</u>	<u>(38,489)</u>	<u>(123,786)</u>	<u>(240,559)</u>	<u>-</u>	<u>(364,345)</u>
Other Revenues and Expenses								
Change in value of interest in charitable remainder trusts (Note 6)	(6,132)	-	-	(6,132)	(7,351)	-	-	(7,351)
Contributions - non-operating (Note 1f)	199,700	-	-	199,700	404,689	-	-	404,689
Contributions - permanently restricted	-	-	62,758	62,758	-	-	46,100	46,100
Knole grants and expenses (Note 2a)	-	-	-	-	(1,254,878)	-	-	(1,254,878)
Net investment income (Note 4)	34,248	2,054	-	36,302	206,097	52,990	-	259,087
Contributed works of art (Note 9)	-	-	-	-	54,000	-	-	54,000
Total Other Revenue and Expenses	<u>227,816</u>	<u>2,054</u>	<u>62,758</u>	<u>292,628</u>	<u>(597,443)</u>	<u>52,990</u>	<u>46,100</u>	<u>(498,353)</u>
Increase (decrease) in net assets	<u>(84,873)</u>	<u>276,254</u>	<u>62,758</u>	<u>254,139</u>	<u>(721,229)</u>	<u>(187,569)</u>	<u>46,100</u>	<u>(862,698)</u>
Net assets, beginning of year	<u>5,591,792</u>	<u>763,549</u>	<u>46,100</u>	<u>6,401,441</u>	<u>6,313,021</u>	<u>951,118</u>	<u>-</u>	<u>7,264,139</u>
<b>Net Assets, End of Year</b>	<b><u>\$ 5,506,919</u></b>	<b><u>\$ 1,039,803</u></b>	<b><u>\$ 108,858</u></b>	<b><u>\$ 6,655,580</u></b>	<b><u>\$ 5,591,792</u></b>	<b><u>\$ 763,549</u></b>	<b><u>\$ 46,100</u></b>	<b><u>\$ 6,401,441</u></b>

See notes to financial statements.

**THE ROYAL OAK FOUNDATION, INC.**

**STATEMENTS OF CASH FLOWS**

**YEARS ENDED DECEMBER 31, 2015 AND 2014**

	<b>2015</b>	<b>2014</b>
<b>Cash Flows From Operating Activities</b>		
Increase (decrease) in net assets	\$ 254,139	\$ (862,698)
Adjustments to reconcile increase (decrease) in net assets to net cash used by operating activities:		
Depreciation	195,608	16,741
Loss on disposal of property and equipment	67	-
Net realized and unrealized gain (loss) on investments	77,560	(207,978)
Donated artwork	-	(54,000)
Deferred rent	22,877	-
Change in value of interest in charitable remainder trusts	40,195	7,351
Change in cash surrender value of life insurance	(1,203)	(1,514)
(Increase) decrease in:		
Accounts receivable	2,071	6,770
Unconditional promises to give	(246,665)	103,432
Prepaid expenses and other assets	10,405	(8,059)
Security deposit	8,832	-
Increase (decrease) in:		
Accounts payable and other current liabilities	(2,536)	5,287
Grants payable	(626,000)	620,800
Deferred revenue	(1,500)	7,149
Net Cash Used By Operating Activities	<u>(266,150)</u>	<u>(366,719)</u>
<b>Cash Flows From Investing Activities</b>		
Purchase of investments	(1,552,511)	(5,652,401)
Proceeds from sale of investments	1,551,598	5,291,220
Purchase of property and equipment	(95,391)	(85,193)
Net Cash Used By Investing Activities	<u>(96,304)</u>	<u>(446,374)</u>
Net decrease in cash and cash equivalents	(362,454)	(813,093)
Cash and cash equivalents, beginning of year	<u>871,319</u>	<u>1,684,412</u>
<b>Cash and Cash Equivalents, End of Year</b>	<b><u>\$ 508,865</u></b>	<b><u>\$ 871,319</u></b>

See notes to financial statements.

**THE ROYAL OAK FOUNDATION, INC.****NOTES TO FINANCIAL STATEMENTS****DECEMBER 31, 2015 AND 2014****Note 1 - Organization and Summary of Significant Accounting Policies****a - Organization**

The Royal Oak Foundation, Inc. (the "Foundation") is incorporated under New York State Law as a not-for-profit organization. The Foundation works closely with the National Trust of England, Wales and Northern Ireland (the "National Trust"). The Foundation raises funds for the conservation of areas of natural beauty and the preservation of historic properties, including houses and gardens in Britain and elsewhere, and sponsors educational programs which address issues in conservation and preservation.

**b - Cash and Cash Equivalents**

For purposes of the statement of cash flows, the Foundation considers all highly liquid debt instruments, purchased with a maturity of three months or less, other than those held as investments, to be cash equivalents.

**c - Fair Value Measurements**

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date and establishes a framework for measuring fair values.

A three-level valuation hierarchy is used for fair value measurements. These valuation techniques are based upon observable and unobservable inputs. Observable inputs reflect market data obtained from independent sources, while unobservable inputs reflect market assumptions. These two types of inputs create the following fair value hierarchy:

Level 1    Quoted prices for identical instruments in active markets.

Level 2    Quoted prices for similar instruments in active markets; quoted prices for identical or similar instruments in markets that are not active; and model-derived valuations the significant inputs of which are observable.

Level 3    Instruments the significant inputs of which are unobservable.

The Foundation's investments in equities, mutual funds, money market funds and cash are classified within Level 1 of the fair value hierarchy. Fair value is determined using quoted market values.

# THE ROYAL OAK FOUNDATION, INC.

## NOTES TO FINANCIAL STATEMENTS

**DECEMBER 31, 2015 AND 2014**

**Note 1 - Organization and Summary of Significant Accounting Policies (continued)**

c - Fair Value Measurements (continued)

Investments are classified within Level 3 of the fair value hierarchy because they trade infrequently (or not at all) and therefore have little or no readily available pricing. Unobservable inputs are used to measure fair value to the extent that observable inputs are not available. The interest in charitable remainder trusts is classified within Level 3 of the fair value hierarchy.

The values assigned to these investments and any unrealized gains or losses reported are based on available information and do not necessarily represent amounts that might be realized if a ready market existed and such differences could be material. The ultimate realization of such amounts depends on future events and circumstances and therefore, valuation estimates may differ from the value realized upon disposition of individual positions.

d - Investments

The Foundation reflects investments at fair value in the statement of financial position. Interest, dividends and gains and losses on investments are reflected in the statement of activities as increases and decreases in unrestricted net assets unless their use is temporarily or permanently restricted by explicit donor stipulations or by law. Gains and other investment income that are limited to specific uses by donor-imposed restrictions are reported as increases in unrestricted net assets if the restrictions expire in the fiscal year in which they are generated. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets.

e - Accounts Receivable

The Foundation does not anticipate any losses on accounts receivable as of December 31, 2015.

f - Unconditional Promises to Give and Contributions

Contributions are recognized when the donor makes a promise to give to the Foundation, 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 expires, temporarily restricted net assets are reclassified to unrestricted net assets.

The Foundation uses the allowance method to determine uncollectible promises to give. The allowance is based on prior years' experience and management's analysis of specific promises made.

**THE ROYAL OAK FOUNDATION, INC.****NOTES TO FINANCIAL STATEMENTS****DECEMBER 31, 2015 AND 2014****Note 1 - Organization and Summary of Significant Accounting Policies (continued)****g - Interest in Charitable Remainder Trusts**

The Foundation accepts gifts subject to split-interest agreements. These gifts are generally in the form of charitable remainder unitrusts and charitable remainder annuity trusts. At the time of receipt, a gift is recorded based upon the fair value of the assets donated less the present value of any applicable liabilities for projected distributions to third parties. The discount rate used to value the beneficiary liability is fixed at the gift date. Charitable remainder unitrusts are revalued annually and the beneficiary payments are adjusted accordingly.

The Foundation is the beneficiary of four externally managed charitable remainder trusts. These trusts are recorded at the present value of the estimated future cash receipts from the assets of the trust.

**h - Property and Equipment**

Property and equipment acquired are recorded at cost and are depreciated using the straight-line method over the estimated useful life of the related asset.

**i - Deferred Revenue**

Deferred revenue consists of program revenue that is deferred until the prospective activities take place.

**j - Deferred Rent**

The Foundation records rent expense associated with its office lease on a straight line basis over the life of the lease. The difference between the straight line amount and the amount actually paid during the year is recorded as a liability and an expense in the accompanying financial statements.

**k - Financial Statement Presentation**

The Foundation reports 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.

**l - Tax Status**

The Royal Oak Foundation, Inc. is a not-for-profit corporation 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.

**m - Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Actual results could differ from those estimates.

**THE ROYAL OAK FOUNDATION, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**DECEMBER 31, 2015 AND 2014**

**Note 1 - Organization and Summary of Significant Accounting Policies (continued)**

n - Subsequent Events

The Foundation has evaluated subsequent events through April 20, 2016, the date that the financial statements are considered available to be issued.

**Note 2 - Net Assets**

a - The board designated net assets consists of all monies or assets contributed to the Foundation which have been designated by the Board for future activities. The board designated net assets at December 31 consist of the following:

	<u>2015</u>	<u>2014</u>
Stourhead	\$ 113,100	\$ 185,544
Legacy Fund	4,190,415	4,334,730
Other board-restricted	<u>61,600</u>	<u>-</u>
	<u>\$4,365,115</u>	<u>\$4,520,274</u>

In 2013 and 2012, The Royal Oak Foundation conducted a fundraising campaign with a goal of raising \$1 million to restore the ballroom at Knole, Kent, England. The campaign surpassed expectations and the Board approved a grant of \$1.25 million, which was paid in September 2014.

In December 2013, the Board of Directors established the Royal Oak Legacy Fund to support the Foundation's work with the National Trust. The assets of the fund are held in a designated investment account. A conservative annual draw policy of 3% to 5% is currently in effect.

b - Temporarily restricted net assets at December 31 are available for future programs and periods as follows:

	<u>2015</u>	<u>2014</u>
Ervin Fund	\$ 573,230	\$570,713
Seeley Fellowship Fund	150,000	-
Lecture Series	216,330	79,000
Damaris Horan Prize	100,243	108,836
Educational Outreach Programs	<u>-</u>	<u>5,000</u>
	<u>\$1,039,803</u>	<u>\$763,549</u>

The principal received for the Ervin Fund has been invested and temporarily restricted net assets includes investment income earned.

**THE ROYAL OAK FOUNDATION, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**DECEMBER 31, 2015 AND 2014**

**Note 2 - Net Assets (continued)**

b - (continued)

Temporarily restricted net assets have been released as follows:

	<u>2015</u>	<u>2014</u>
Ervin Fund	\$ -	\$161,151
Lecture Series	77,000	77,000
Damaris Horan Prize	8,130	8,000
Educational Outreach Programs	<u>5,000</u>	<u>5,000</u>
	<u>\$90,130</u>	<u>\$251,151</u>

c - Permanently restricted net assets consist of donations to the Ronald Lee Fleming Lecture Fund which is restricted for educational lectures in accordance with the terms of a conditional challenge grant (Note 5b). The endowment funds as of December 31, 2015 consisted solely of cash donations received, pledges dependent on the occurrence of future events were not recognized. The draw policy relating to the fund is to be determined annually as outlined in the fund pledge agreement (Note 10).

**Note 3 - Concentration of Credit Risk**

The Foundation maintains cash accounts in a number of financial institutions. Certain balances are insured by the Federal Deposit Insurance Corporation.

**Note 4 - Investments**

Investments are all classified within Level 1 of the fair value hierarchy consist of the following at December 31:

	<u>2015</u>		<u>2014</u>	
	<u>Fair Value</u>	<u>Cost</u>	<u>Fair Value</u>	<u>Cost</u>
Cash and cash equivalents	\$ -	\$ -	\$ 20,420	\$ 20,420
Mutual Funds				
500 Index - Equity	1,520,513	1,315,603	1,748,102	1,481,137
Extended Market Index - Equity	657,787	626,759	724,194	653,950
Mid Cap Grade Index - Equity	251,211	253,388	-	
Short Term Investment Grade - Fixed	1,756,746	1,785,391	1,790,704	1,804,173
International - Equity	<u>865,796</u>	<u>956,257</u>	<u>845,280</u>	<u>927,588</u>
	<u>\$5,052,053</u>	<u>\$4,937,398</u>	<u>\$5,128,700</u>	<u>\$4,887,268</u>

**THE ROYAL OAK FOUNDATION, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**DECEMBER 31, 2015 AND 2014**

**Note 4 - Investments (continued)**

Net investment income for the years ended December 31, 2015 and 2014 is summarized as follows:

	<u>2015</u>	<u>2014</u>
Interest and dividends	\$114,902	\$116,826
Net realized gains	49,217	701,708
Net unrealized losses/reversal of unrealized gains	<u>(126,777)</u>	<u>(493,730)</u>
	37,342	324,804
Less: Management fees	<u>-</u>	<u>(100)</u>
Total	<u>\$ 37,342</u>	<u>\$324,704</u>

Investment income has been allocated as follows:

	<u>2015</u>	<u>2014</u>
Unrestricted operations	\$ 1,040	\$ 65,617
Unrestricted other	34,248	206,097
Temporarily restricted	<u>2,054</u>	<u>52,990</u>
	<u>\$37,342</u>	<u>\$324,704</u>

**Note 5 - Promises to Give**

a - Unconditional Promises

Unconditional promises to give at December 31 are due as follows:

	<u>2015</u>		<u>2014</u>	
	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>	<u>Total</u>
Due within one year	\$61,600	\$145,294	\$206,894	\$99,559
Due in one to five years	<u>-</u>	<u>150,000</u>	<u>150,000</u>	<u>-</u>
	61,600	295,294	356,894	99,559
Less: Discount to present value	<u>-</u>	<u>(10,670)</u>	<u>(10,670)</u>	<u>-</u>
Total, 2015	<u>\$61,600</u>	<u>\$284,624</u>	<u>\$346,224</u>	
Total, 2014	<u>\$19,559</u>	<u>\$ 80,000</u>		<u>\$99,559</u>

**THE ROYAL OAK FOUNDATION, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**DECEMBER 31, 2015 AND 2014**

**Note 5 - Promises to Give (continued)**

a - Unconditional Promises (continued)

Uncollectible promises are expected to be insignificant. Unconditional promises to give due after one year are discounted to net present value using a discount rate of 3%.

b - Conditional Promise to Give

The Foundation received a conditional pledge toward establishing a permanently restricted endowment fund designated to support the Ronald Lee Fleming Lecture Fund. The pledge required matching contributions on a two-to-one basis. The donor will contribute a maximum of \$500,000 toward the Lecture Fund if an additional \$1,000,000 is raised. The grant period expired June 30, 2015. The Foundation raised \$108,858 toward the challenge match. The match will be received from the estate of the donor and has not been included in the accompanying financial statements.

**Note 6 - Interest in Charitable Remainder Trusts**

Charitable remainder trusts were recorded naming the Foundation as the recipient of remainder assets after the death of the respective donors and/or their beneficiaries ("the life tenants"). Each donor put certain assets in trust from which the trustee remits annuity payments to the life tenants, until such time that the life tenants are deceased. Upon the death of the life tenants, all principal and income of the trusts designated for the Foundation will be distributed to the Foundation. The trusts are held in various investment accounts administered by independent third parties. As of December 31, 2015 and 2014, the present value of net assets held for charitable remainder trusts, less the present value of expected annuity payments, amounted to \$543,711 and \$583,906, respectively.

The following summarizes changes in fair values of the Foundation's Level 3 asset, interest in charitable remainder trusts, for the year ended December 31:

	<b>Fair Value</b>	
	<b>2015</b>	<b>2014</b>
Balance, beginning of year	\$583,906	\$591,257
Cash received	(34,063)	-
Change in present value	<u>(6,132)</u>	<u>(7,351)</u>
Balance, End of Year	<u><u>\$543,711</u></u>	<u><u>\$583,906</u></u>

**THE ROYAL OAK FOUNDATION, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**DECEMBER 31, 2015 AND 2014**

**Note 7 - Cash Surrender Value of Life Insurance**

The Foundation received a contribution from a donor in which the Foundation is the beneficiary of a whole life insurance policy. The face value of the policy is \$75,000 and the premiums are being paid by the donor. The cash surrender value as of December 31, 2015 and 2014 was \$35,788 and \$34,585, respectively.

**Note 8 - Property and Equipment**

Property and equipment consist of the following at December 31:

	<u>Life</u>	<u>2015</u>	<u>2014</u>
Furniture and fixtures	10 years	\$ 85,300	\$ 17,586
Equipment	5 years	53,627	64,876
Software development	3 years	<u>261,206</u>	<u>281,714</u>
		400,133	364,176
Less: Accumulated depreciation		<u>(277,824)</u>	<u>(141,583)</u>
		<u>\$122,309</u>	<u>\$222,593</u>

Depreciation expense for the years ended December 31, 2015 and 2014 was \$195,608 and \$16,741, respectively.

**Note 9 - Contributed Works of Art**

The Foundation received contributions of art work which are being displayed in properties the Foundation supports. The Foundation valued these pieces of art at their fair value on the dates they were received. The Foundation currently intends to donate these pieces of art to the respective properties at some future date.

**THE ROYAL OAK FOUNDATION, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**DECEMBER 31, 2015 AND 2014**

**Note 10 - Endowment Funds**

Consistent with New York Prudent Management of Institutional Funds Act ("NYPMIFA"), the Foundation classifies as permanently restricted net assets (a) the original value of gifts donated to the permanent endowment, (b) the original value of subsequent gifts to the permanent endowment and (c) accumulations to the permanent endowment made in accordance with the direction of any applicable donor gift instrument at the time the accumulation is added to the fund. The remaining portion of the donor-restricted endowment fund that is not classified in permanently restricted net assets is classified as temporarily restricted net assets until those amounts are appropriated for expenditure by the Foundation in a manner consistent with the standard of prudence prescribed by NYPMIFA.

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

- (i) the duration and preservation of the endowment fund;
- (ii) the purposes of the Foundation and the endowment fund;
- (iii) general economic conditions;
- (iv) the possible effect of inflation or deflation;
- (v) the expected return from income and the appreciation of investments;
- (vi) other resources of the Foundation
- (vii) where appropriate and circumstances would otherwise warrant, alternatives to expenditure of the endowment fund, giving due consideration to the effect that such alternatives may have on the Foundation; and
- (viii) the investment policy of the Foundation

The composition of the Foundation's invested endowment funds by type of fund and net asset classification is summarized as follows:

	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
Donor-restricted funds, 2015	\$ -	<u>\$108,858</u>	<u>\$108,858</u>
Donor-restricted funds, 2014	\$ -	<u>\$ 46,100</u>	<u>\$ 46,100</u>

At December 31, 2015 and 2014, the fair value of the invested endowment funds approximated market.

**THE ROYAL OAK FOUNDATION, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**DECEMBER 31, 2015 AND 2014**

**Note 10 - Endowment Funds (continued)**

Changes in the Foundation's invested endowments funds for 2014 and 2015 are summarized as follows:

	<u>Permanently Restricted</u>
Contributions, 2014	\$ 46,100
Contributions, 2015	<u>62,758</u>
Balance at December 31, 2015	<u>\$108,858</u>

The Foundation has adopted investment and spending policies for endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowment while seeking to maintain the purchasing power of the endowment assets. Endowment assets include those assets of donor-restricted funds that the Foundation must hold in perpetuity as well as undistributed accumulated earnings from those assets. Under this policy, as approved by the Board of Directors, the endowment assets are invested in a manner that is intended to produce results that, over time, will provide a balanced rate of return. Actual returns in any given year may vary.

The endowment fund has not generated any earnings and, accordingly, the Foundation has not appropriated any earnings to operations.

**Note 11 - Commitments**

a - The Foundation rents office space pursuant to operating leases that expire March 31, 2020. The leases provide for future minimum rental payments as follows:

<u>Year Ending December 31,</u>	
2016	\$124,396
2017	128,128
2018	131,971
2019	135,931
Thereafter to March 31, 2020	34,232

Total rent expense, including other operating expenses, for the years ended December 31, 2015 and 2014 was \$157,808 and \$144,850, respectively.

b - The Foundation has a line of credit in the amount of \$25,000, borrowings of which bear interest at the bank's prime rate plus 5.25%. There is no expiration date on the line of credit. There were no borrowings outstanding as of December 31, 2015 and 2014.

**THE ROYAL OAK FOUNDATION, INC.****NOTES TO FINANCIAL STATEMENTS****DECEMBER 31, 2015 AND 2014****Note 12 - Retirement Plan**

The Foundation has a defined contribution 403(b) plan (the "Plan") for eligible employees. The Plan provides for employee and employer contributions, subject to IRS limitations. The Foundation will match the contributions of eligible employees up to 4% of their annual salary. The retirement plan cost for 2015 and 2014 was \$10,611 and \$12,825.

**Note 13 - 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 benefited.

## **SUPPLEMENTARY INFORMATION**



**INDEPENDENT AUDITORS' REPORT  
ON SUPPLEMENTARY INFORMATION**

To the Board of Directors of  
The Royal Oak Foundation, Inc.

We have audited the financial statements of The Royal Oak Foundation, Inc. as of and for the years ended December 31, 2015 and 2014, and our report thereon dated April 20, 2016, 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 December 31, 2015 with comparative totals for 2014 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.

*Lutz + Carr, LLP*

New York, New York  
April 20, 2016

## THE ROYAL OAK FOUNDATION, INC.

## SCHEDULE OF FUNCTIONAL EXPENSES

YEAR ENDED DECEMBER 31, 2015 WITH COMPARATIVE TOTALS FOR 2014

	Program Services				Supporting Services			2015	2014
	Grants and Scholarships	Membership	Programs	Total	Management and General	Fundraising	Total	Total Expenses	Total Expenses
Salaries	\$ 18,395	\$ 185,788	\$191,307	\$ 395,490	\$ 49,666	\$ 168,006	\$217,672	\$ 613,162	\$ 643,119
Payroll taxes and benefits	4,081	41,216	42,439	87,736	11,018	37,271	48,289	136,025	143,200
Grants and scholarships	596,280	-	-	596,280	-	-	-	596,280	2,121,503
Mission related marketing	13,485	32,896	-	46,381	-	37,664	37,664	84,045	98,080
Member services	-	99,698	-	99,698	-	-	-	99,698	101,553
Lectures and tours	-	-	277,832	277,832	-	-	-	277,832	331,482
Telephone and internet	348	3,512	3,617	7,477	939	3,176	4,115	11,592	16,512
Insurance	-	-	-	-	12,612	-	12,612	12,612	8,887
Equipment expenses	-	-	-	-	17,035	-	17,035	17,035	17,323
Occupancy	4,352	43,957	45,263	93,572	24,486	39,750	64,236	157,808	144,850
Professional fees	-	-	-	-	29,192	-	29,192	29,192	33,162
Office supplies	361	3,648	3,756	7,765	975	3,298	4,273	12,038	14,680
Travel and meetings	-	1,559	-	1,559	4,745	8,494	13,239	14,798	17,525
Merchant service fees	703	7,099	7,310	15,112	1,898	6,420	8,318	23,430	23,146
Other expenses	219	2,212	2,277	4,708	61,047	2,000	63,047	67,755	10,984
Indirect gala fundraising benefit expenses	-	-	-	-	-	31,751	31,751	31,751	24,628
Total expenses before depreciation	638,224	421,585	573,801	1,633,610	213,613	337,830	551,443	2,185,053	3,750,634
Depreciation	5,868	59,269	61,030	126,167	15,844	53,597	69,441	195,608	16,741
Total Expenses, 2015	<u>\$ 644,092</u>	<u>\$ 480,854</u>	<u>\$634,831</u>	<u>\$1,759,777</u>	<u>\$ 229,457</u>	<u>\$ 391,427</u>	<u>\$620,884</u>	<u>\$2,380,661</u>	
Total Expenses, 2014	\$ 2,171,909	\$ 467,658	\$630,063	\$3,269,630	\$ 189,492	\$ 308,253	\$497,745		3,767,375
Less: Knole grants and expenses	(1,254,878)	-	-	(1,254,878)	-	-	-		(1,254,878)
Total Expenses, 2014 - After Knole Grants and Expenses	<u>\$ 917,031</u>	<u>\$ 467,658</u>	<u>\$630,063</u>	<u>\$2,014,752</u>	<u>\$ 189,492</u>	<u>\$ 308,253</u>	<u>\$497,745</u>		<u>\$2,512,497</u>