

# Sightline Institute

Financial Statements with  
Independent Auditor's Report

Years Ended December 31, 2024 and 2023



# Sightline Institute

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## Independent Auditor's Report

To the Board of Directors  
Sightline Institute  
Seattle, Washington

### **Opinion**

I have audited the accompanying financial statements of Sightline Institute (a nonprofit organization), which comprise the statements of financial position as of December 31, 2024 and 2023, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Sightline Institute (the Organization) as of December 31, 2024 and 2023, 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.

### **Basis for Opinion**

I conducted my audits in accordance with auditing standards generally accepted in the United States of America (GAAS). My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am required to be independent of the Organization and to meet my other ethical responsibilities in accordance with the relevant ethical requirements relating to my audits. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

### **Responsibilities of Management for the Financial Statements**

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 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, I:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Organization's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in my judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for a reasonable period of time.

I am required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that I identified during the audit.



Bellingham, Washington  
July 22, 2025

## Sightline Institute

## Statements of Financial Position

December 31, 2024 and 2023

	<u>2024</u>	<u>2023</u>
<b>Assets</b>		
<b>Current assets</b>		
Cash and cash equivalents	\$ 948,194	\$ 1,459,831
Pledges receivable, net	26,309	66,522
Grants receivable	933,757	1,237,500
Prepays and other current assets	28,077	31,188
Investments	<u>5,205,686</u>	<u>4,139,923</u>
Total current assets	7,142,023	6,934,964
Pledges receivable, net of discount and current portion	31,237	53,487
Grants receivable, net of current portion	-	550,000
Property and equipment, net	<u>3,076</u>	<u>9,254</u>
<b>Total assets</b>	<u>\$ 7,176,336</u>	<u>\$ 7,547,705</u>
<b>Liabilities and Net Assets</b>		
<b>Current liabilities</b>		
Accounts payable and other accrued liabilities	\$ 114,317	\$ 42,934
Accrued payroll and related liabilities	420,036	405,640
Deferred grant support	<u>150,000</u>	<u>-</u>
<b>Total liabilities</b>	684,353	448,574
<b>Net assets</b>		
Without donor restrictions	5,322,855	5,712,569
With donor restrictions	<u>1,169,128</u>	<u>1,386,562</u>
Total net assets	<u>6,491,983</u>	<u>7,099,131</u>
<b>Total liabilities and net assets</b>	<u>\$ 7,176,336</u>	<u>\$ 7,547,705</u>

## Sightline Institute

## Statements of Activities

Years Ended December 31, 2024 and 2023

	2024			2023		
	Without Donor Restrictions	With Donor Restrictions	Total	Without Donor Restrictions	With Donor Restrictions	Total
<b>Support and revenue</b>						
Grants	\$ 577,906	\$ 1,260,000	\$ 1,837,906	\$ 1,991,094	\$ 1,932,500	\$ 3,923,594
Contributions	450,770	50,000	500,770	730,676	1,584	732,260
In-kind contributions	80,325	-	80,325	95,264	-	95,264
Net investment return	270,482	-	270,482	351,570	-	351,570
Other income	1,378	-	1,378	1,794	-	1,794
Net assets released from restriction	1,527,434	(1,527,434)	-	1,352,041	(1,352,041)	-
Total support and revenue	2,908,295	(217,434)	2,690,861	4,522,439	582,043	5,104,482
<b>Expenses</b>						
Program services	2,365,099	-	2,365,099	2,115,578	-	2,115,578
Management and general	403,721	-	403,721	395,273	-	395,273
Fundraising	529,189	-	529,189	507,534	-	507,534
Total expenses	3,298,009	-	3,298,009	3,018,385	-	3,018,385
<b>Changes in net assets</b>	(389,714)	(217,434)	(607,148)	1,504,054	582,043	2,086,097
Net assets – beginning of year	5,712,569	1,386,562	7,099,131	4,208,515	804,519	5,013,034
<b>Net assets – end of year</b>	<u>\$ 5,322,855</u>	<u>\$ 1,169,128</u>	<u>\$ 6,491,983</u>	<u>\$ 5,712,569</u>	<u>\$ 1,386,562</u>	<u>\$ 7,099,131</u>

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

Sightline Institute

Statements of Functional Expenses

Years Ended December 31, 2024 and 2023

	2024				2023			
	Program Services	Management and General	Fundraising	Total	Program Services	Management and General	Fundraising	Total
Salaries and wages	\$ 1,275,037	\$ 255,736	\$ 366,492	\$ 1,897,265	\$ 1,177,277	\$ 257,075	\$ 345,783	\$ 1,780,135
Benefits	304,488	10,463	73,708	388,659	263,705	11,506	65,880	341,091
Payroll taxes	117,779	3,545	25,791	147,115	105,557	4,854	24,597	135,008
Total payroll and related	1,697,304	269,744	465,991	2,433,039	1,546,539	273,435	436,260	2,256,234
Consultants	417,410	71,603	27,317	516,330	337,113	69,546	30,864	437,523
Advertising, including in-kind	80,825	-	-	80,825	96,237	17	116	96,370
Travel	32,479	17,990	8,507	58,976	26,582	3,031	5,243	34,856
Miscellaneous	48,720	6,746	2,327	57,793	42,583	4,571	2,854	50,008
Telecommunications	48,074	638	804	49,516	16,584	117	1,064	17,765
Supplies and software	24,876	481	14,545	39,902	19,724	2,554	7,965	30,243
Professional services	4,050	20,000	-	24,050	4,775	27,248	416	32,439
Dues and fees	3,169	11,713	3,802	18,684	1,344	11,290	3,451	16,085
Rent and maintenance	6,836	4,194	1,536	12,566	23,648	2,876	8,119	34,643
Printing and postage	1,356	612	4,360	6,328	449	588	11,182	12,219
Total expenses	\$ 2,365,099	\$ 403,721	\$ 529,189	\$ 3,298,009	\$ 2,115,578	\$ 395,273	\$ 507,534	\$ 3,018,385

Sightline Institute

**Statements of Cash Flows**

Years Ended December 31, 2024 and 2023

	<u>2024</u>	<u>2023</u>
<b>Cash flows from operating activities</b>		
Changes in net assets	\$ (607,148)	\$ 2,086,097
Adjustments to reconcile changes in net assets to net cash provided by operating activities:		
Depreciation	6,178	8,539
Loss on disposal of property and equipment	-	737
Realized and unrealized gain on investments	(131,018)	(273,038)
(Increase) decrease in assets		
Pledges receivable	62,463	(27,747)
Grants receivable	853,743	(1,612,500)
Prepays and other assets	3,111	44,291
Increase (decrease) in liabilities		
Accounts payable and other accrued liabilities	71,383	(34,552)
Accrued payroll and related liabilities	14,396	135,956
Deferred grant support	<u>150,000</u>	<u>-</u>
<b>Net cash provided by operating activities</b>	423,108	327,783
<b>Cash flows from investing activities</b>		
Purchases of investments, net of sales proceeds	(934,745)	(572,549)
Purchases of property and equipment	<u>-</u>	<u>(4,230)</u>
<b>Net cash used by investing activities</b>	<u>(934,745)</u>	<u>(576,779)</u>
Net change in cash and cash equivalents	(511,637)	(248,996)
Cash and cash equivalents – beginning of year	<u>1,459,831</u>	<u>1,708,827</u>
<b>Cash and cash equivalents – end of year</b>	<u>\$ 948,194</u>	<u>\$ 1,459,831</u>

**Notes to Financial Statements**

December 31, 2024 and 2023

**Note 1 – Summary of Significant Accounting Policies**

**Nature of activities** – Sightline Institute (the Organization) is a Washington State nonprofit corporation formed in 1993. The Organization is an independent, nonprofit research and communications center working to make Cascadia a global model of sustainability – strong communities, a green economy, and a healthy environment. The Organization equips the citizens and decision makers of Cascadia with the policy research and practical tools they need to advance long-term solutions to the region’s most significant challenges. The Organization’s work includes in-depth research, commentary, and analysis delivered online, by email and in person to regional policy champions, emerging leaders and a range of community partners.

**Basis of accounting** – The Organization prepares its financial statements in accordance with accounting principles generally accepted in the United States of America (GAAP), which involves the application of accrual accounting; accordingly, revenues and gains are recognized when earned, and expenses and losses are recognized when incurred.

**Basis of presentation** – The Organization presents its financial statements in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 958. Under this standard, the Organization is required to present its financial position and activities according to two classes of net assets:

*Net assets without donor restrictions* – Net assets that are not subject to donor-imposed restrictions and over which the Board of Directors has discretionary control.

*Net assets with donor restrictions* – Net assets subject to donor-imposed restrictions or time restrictions that will be met either through actions of the Organization or by passage of time, including contributions restricted by the donor to be invested in perpetuity, if any.

Revenues are reported as increases in net assets without donor restrictions unless use of the related assets is limited by donor-imposed restrictions. Expenses are reported as decreases in net assets without donor restrictions. Gains and losses on investments and other assets or liabilities are reported as increases or decreases in net assets without donor restrictions unless their use is restricted by explicit donor stipulation or by law. Net assets with donor restrictions are reclassified to net assets without donor restrictions upon satisfaction of the time or purpose of restrictions.

**Cash and cash equivalents** – The Organization considers all highly liquid investments purchased with an original maturity of three months or less to be cash equivalents. The Organization maintains its cash in bank accounts that may exceed federally insured limits at times during the year. The Organization has not experienced any losses in these accounts, and management does not believe it is exposed to any significant credit risk.

**Pledges receivable** – Unconditional promises to give (pledges) that are expected to be collected within one year are recorded at net realizable value. Pledges expected to be collected in future years are recorded at the present value of estimated future cash flows using a discount rate commensurate with the risks involved. In subsequent years, amortization of the pledge discount is included in contribution revenue in the statements of activities. Management determines the allowance for uncollectable pledges based on historical experience, an assessment of economic conditions, and a review of subsequent collections.

**Notes to Financial Statements**

December 31, 2024 and 2023

**Note 1 – Summary of Significant Accounting Policies – (Continued)**

**Grants receivable** – Grants receivable consist of unconditional grants awarded but not yet received. Grants are recognized at fair value as of the date of the grant. The Organization considers all grants receivable collectible as of December 31, 2024 and 2023; thus, no allowance has been established for uncollectible grants.

**Investments** – The Organization records investments in marketable securities with readily determinable fair values and all investments in debt securities at their fair values in the statement of financial position. Investment securities, in general, are exposed to various risks, such as interest rate, market, and credit risk. It is reasonably possible, given the level of risk associated with the investment securities, that changes in the near term could materially affect the Organization’s account balances and the amounts reported in the financial statements.

**Property and equipment** – The Organization capitalizes all property and equipment acquisitions in excess of \$5,000. Property and equipment acquisitions are recorded at cost, if purchased, and fair value, if donated. Additions, improvements, or expenditures which add to productive capacity or extend the life of an asset are capitalized. Expenditures for repairs and maintenance are charged to operations as incurred. Depreciation is recorded using the straight-line method over estimated useful lives of the assets, which ranges from 3 to 5 years.

**Grants and contributions** – Grants and contribution revenue is recognized in the period received or when an unconditional promise to give is made, whichever is earlier. Conditional promises to give are recognized only when the conditions on which they depend are substantially met and the promises become unconditional. Conditional grants received in advance of the conditions being met are recorded as deferred grant support in the accompanying statements of financial position. Grants and contributions from two grantors made up 40% of total support and revenue, excluding net investment return, for the year ended December 31, 2024. Grants and contributions from three grantors made up 65% of total support and revenue, excluding net investment return, for the year ended December 31, 2023.

**Donated goods and services** – Donations of goods and services are recorded at their estimated fair values at the date of donation. Donated services are recognized if the services received (a) create or enhance nonfinancial assets or (b) require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased. In addition, many volunteers have donated significant amounts of time to the Organization’s program services and fundraising campaigns. The services of these volunteers are not recorded in the accompanying financial statements as they do not meet the criteria for recognition.

In-kind donations consisted entirely of goods for the years ended December 31, 2024 and 2023. Donated goods and services are recorded at fair market value based on the price of the item or service itself or similar goods and services available in the area. There were no donor restrictions on donated goods received during the years ended December 31, 2024 and 2023. All donated goods were utilized by the Organization in its operations.

**Advertising** – The Organization expenses advertising costs as they are incurred. Advertising expense totaled \$80,825 and \$96,370 for the years ended December 31, 2024 and 2023, respectively. Of these totals, \$80,325 and \$94,604 was received by in-kind contribution for the years ended December 31, 2024 and 2023, respectively.

**Federal income taxes** – The Organization is exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code and is therefore exempt from federal income tax on income derived from activities related to its tax-exempt purposes. Accordingly, no provision for income tax is necessary.

**Notes to Financial Statements**

December 31, 2024 and 2023

**Note 1 – Summary of Significant Accounting Policies – (Continued)**

**Functional allocation of expenses** – The costs of providing various programs and other activities have been summarized on the functional basis in the accompanying statements of activities and functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited on a reasonable basis that is consistently applied. Expenses that can be identified with a specific program, including personnel related expenses, are allocated directly according to their natural expenditure classifications. All other expenses, including some personnel related expenses, that are not directly assigned are based on the ratio of time and effort for each program and supporting function to the time and effort spent by the Organization as a whole.

**Use of estimates** – The preparation of the financial statements in accordance with GAAP requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

**Reclassifications** – Certain reclassifications have been made to the prior year’s financial statements to conform to the current year’s presentation. These reclassifications had no effect on the net assets or changes in net assets as of or for the year ended December 31, 2023.

The most significant reclassification was to functional expenses, updating the payroll and related expenses allocation to conform with the current year’s method of allocation. This reclassification resulted in program expenses decreasing \$231,638, management and general expenses increasing \$205,931, and fundraising expenses increasing \$25,707 in the accompanying statement of functional expenses.

**Subsequent events** – In preparing these financial statements, the Organization has evaluated events and transactions for potential recognition or disclosure through July 22, 2025, the date that the financial statements were available to be issued.

**Note 2 – Liquidity and Availability**

Financial assets available for general expenditure within one year consist of the following as of December 31:

	<u>2024</u>	<u>2023</u>
Cash and cash equivalents	\$ 948,194	\$ 1,459,831
Pledges receivable	57,546	120,009
Grants receivable	933,757	1,787,500
Investments	<u>5,205,686</u>	<u>4,139,923</u>
Total financial assets	7,145,183	7,507,263
Less amounts not available for general expenditure		
Invested for Future Fund	(5,255,997)	(4,163,532)
Donor restricted, excluding current portion of time-only restrictions	<u>(1,136,551)</u>	<u>(1,366,529)</u>
	<u>\$ 752,635</u>	<u>\$ 1,977,202</u>

The Organization has certain donor-restricted net assets limited to use which are not available for general expenditures within one year in the normal course of operations. Accordingly, these net assets have been subtracted from the calculation above.

**Notes to Financial Statements**

December 31, 2024 and 2023

**Note 2 – Liquidity and Availability** – (Continued)

The Organization seeks to fund its operations largely from current year revenue. The Organization's investments seek to both provide the organization with a financial cushion that allows it to plan confidently and adjust incrementally to changing circumstances, avoid cashflow problems, and be resilient to temporary challenges such as fundraising setbacks and to safeguard and benefit from funds received in one year that the Organization plans to spend over future years. To accomplish these goals, the Organization has set up the following investment fund policies:

- **Operations Fund** – Managed to meet operational financial needs in the very short term: the next two months. It is maintained as cash or cash equivalents at an FDIC-insured or US-government guaranteed banking institution in immediately liquid accounts (e.g. checking, savings or US government money market). The Organization aims to keep a month or two of expected spending in the Operations Fund and to move money back and forth between this fund and the Ready Reserve Fund to meet current spending needs while also gaining investment returns from the Ready Reserve account when possible. The Operations Fund totaled \$894,468 and \$491,132 as of December 31, 2024 and 2023, respectively, and is considered available for general expenditure within the next year.
- **Ready Reserve Fund** – Consists of money that is not needed for operations in the next month or two but may be needed within a year. It has a short-term time horizon, investment goals of capital preservation and immediate liquidity, and an extremely low risk tolerance. It is to be held in cash equivalents and/or fixed income investments that permit liquidity within three months at a low risk of loss. Permitted investments are FDIC insured CDs, US Treasury bills or notes, or money market funds. To ensure that the Organization has sufficient funds to pay expenses during periods of unexpectedly negative cash flow, the Executive Director or designee will, within a month of the Organization adopting its budget each spring, ensure that an amount equal to 40 percent of the current calendar year's budgeted cash expenditures is in the Ready Reserve Fund or the Operations Fund. That is, the sum of Operations and Ready Reserve Funds must equal 40 percent of expected spending soon after adoption of the budget. The Ready Reserve Fund totaled \$3,230 and \$944,905 as of December 31, 2024 and 2023, respectively, and is considered available for general expenditure within the next year.
- **Invested for Future Fund** – Funds not needed for the Operations or Ready Reserve Funds will be managed for spending over time. The Organization has no intention of building up a sizable corpus of funds but rather intends to have excess investment funds available over a 1 to 5-year period. That is, Organization intends to invest in its own programs, maximizing mission impact. The Organization seeks to minimize yearly fluctuations in spending (and staffing) and seeks to utilize contributions in the most effective way possible. The investment purpose of these funds is to preserve capital and earn modest investment returns. Funds may be invested in separately managed accounts, commingled funds, or mutual funds. The Invested for Future Fund totaled \$5,255,997 and \$4,163,532 as of December 31, 2024 and 2023, respectively, and is not considered available for general expenditure within the next year. However, amounts could be made available for general expenditure, if necessary, but is subject to Executive Director or Managing Director approval.

**Notes to Financial Statements**

December 31, 2024 and 2023

**Note 3 – Receivables**

Pledges receivable consist of the following as of December 31:

	<u>2024</u>	<u>2023</u>
Receivable in less than one year	\$ 32,577	\$ 67,447
Receivable in one to five years	37,500	62,500
Total pledges receivable, gross	<u>70,077</u>	<u>129,947</u>
Less: Allowance for doubtful pledges	(3,316)	(1,210)
Less: discount to net present value at 6%	(5,462)	(8,728)
	<u>\$ 61,299</u>	<u>\$ 120,009</u>

Two donors represents 95% and 85% of pledges receivable, net as of December 31, 2024 and 2023, respectively.

Grants receivable consist of the following as of December 31:

	<u>2024</u>	<u>2023</u>
Receivable in less than one year	\$ 933,757	\$ 1,237,500
Receivable in one to five years	-	550,000
Total pledges receivable, gross	<u>933,757</u>	<u>1,787,500</u>
Less: Allowance for doubtful grants	-	-
Less: discount to net present value	-	-
	<u>\$ 933,757</u>	<u>\$ 1,787,500</u>

Receivables from three grantors comprised 100% and 92% of grants receivable as of December 31, 2024 and 2023, respectively.

**Note 4 – Investments and Fair Value Measurements**

FASB ASC 820, *Fair Value Measurements and Disclosures*, 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 are described as follows:

Level 1: Observable inputs to the valuation methodology that are quoted prices (unadjusted) for identical assets or liabilities in active markets that the Organization has the ability to access.

Level 2: Observable inputs to the valuation methodology other than quoted market prices (unadjusted) for identical assets or liabilities in active markets. Level 2 inputs include quoted prices for similar assets and liabilities in active markets, quoted prices for identical assets in markets that are not active and inputs other than quoted prices that are observable for the asset or liability, either directly or indirectly, for substantially the full term of the asset or liability.

**Notes to Financial Statements**

December 31, 2024 and 2023

**Note 4 – Investments and Fair Value Measurements** – (Continued)

Level 3: Inputs to the valuation methodology that are unobservable and significant to the fair value measurement.

The asset 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 preceding methods described may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, although the Organization believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date. There have been no changes in methodologies used during the years ended December 31, 2024 and 2023.

Investments at fair value, using Level 1 inputs, consist of the following as of December 31:

	<u>2024</u>	<u>2023</u>
Corporate bonds	\$ 3,358,935	\$ 2,091,117
Common stocks	1,320,431	1,271,123
Treasury notes and other governmental securities	526,320	777,683
	<u>\$ 5,205,686</u>	<u>\$ 4,139,923</u>

To assess the appropriate classification of investments within the fair value hierarchy, the availability of market data is monitored. Changes in economic conditions or valuation techniques may require the transfer of investments from one fair value level to another.

The Organization evaluated the significance of transfers between levels based upon the nature of the investment and size of the transfer relative to total net assets available for benefits. For the years ended December 31, 2024 and 2023, there were no significant transfers in or out of Level 3.

**Note 5 – Property and Equipment**

Property and equipment consists of the following as of December 31:

	<u>2024</u>	<u>2023</u>
Equipment	\$ 40,556	\$ 51,060
Less: accumulated depreciation	(37,480)	(41,806)
	<u>\$ 3,076</u>	<u>\$ 9,254</u>

Depreciation expense totaled \$6,178 and \$8,539 for the years ended December 31, 2024 and 2023, respectively.

**Notes to Financial Statements**

December 31, 2024 and 2023

**Note 6 – Sabbatical Leave**

The Organization has a sabbatical leave program that requires all regular employees to take a sabbatical of three full, contiguous months for every seven years of service. Compensated time under this program is accrued over the requisite service period. At December 31, 2024 and 2023, the Organization had accrued \$212,108 and \$191,109, respectively, which is included in accrued payroll and other liabilities in the statements of financial position.

**Note 7 – Net Assets with Donor Restrictions**

Net assets with donor restrictions consist of the following as of December 31:

	<u>2024</u>	<u>2023</u>
Purpose restricted		
Housing and urbanism	\$ 1,119,386	\$ 1,086,299
Democracy	-	161,396
Fossil fuels	-	34,667
Farms and forests	-	31,667
Total purpose restricted	<u>1,119,386</u>	<u>1,314,029</u>
Time restricted	<u>49,742</u>	<u>72,533</u>
	<u>\$ 1,169,128</u>	<u>\$ 1,386,562</u>

**Note 8 – Retirement Plan**

The Organization has a defined contribution employee 401k plan (the Plan). All employees are eligible to participate in the Plan after three months of service, as defined. The Organization contributes 10% of employee salaries to the Plan. Contributions to the Plan by the Organization totaled \$188,194 and \$171,719 for the years ended December 31, 2024 and 2023, respectively.