



# APPLICATION FOR CONTRIBUTION

NAME OF ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_ EMAIL: \_\_\_\_\_

## ORGANIZATION OVERVIEW (which could include mission, history, and demographics served):

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. .  
.

TYPE OF REQUEST: Money \_\_\_\_\_ In-Kind \_\_\_\_\_

Have you previously requested money from SLCo?

If yes, when and how much (previous three years)? \_\_\_\_\_

What is the amount of your request? \_\_\_\_\_

The amount you are requesting is \_\_\_\_\_ of your annual agency budget.

What is the purpose of the money you are requesting?:

### PLEASE ATTACH:

Copy of 501(c)(3)

Copy of independent audit. If you do not have one, please enclose a copy of current financial statements.

**You will be expected to report to the Salt Lake County Mayor on how the money was used and the success of the project.**

**The undersigned hereby acknowledges that he or she has authority to bind the organization listed in the application. The applicant accepts the following terms and conditions as a condition of receiving and using County funds or the waiver of fees: County funds will be used solely for the purposes approved by the Mayor of Salt Lake County as applied for in this application. Any expenditure for purposes other than those approved will require a return of the entire grant amount and may disqualify the grantee from receiving any additional County funds. It is further understood that no grant fund will be made available to any County officer of employee or in violation of the requirements of the Public Employees Ethics Act (67-16-1 et seq.). No grant funds will be used for political or campaign purposes. As a further condition of the grant, all County funds may be subject to an audit as required by Salt Lake County. The applicant is required to complete the Disbursement of Funds Report Form for contributions more than \$2,500.**

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

Applicant \_\_\_\_\_



September 25, 2018

Breakdown of \$10,740 funds from SLC (over three years)

- Feb. 2016: \$10,000 Your Utah, Your Future planning project
- Apr. 2017: \$600 Table at Spring Breakfast Event
- Nov. 2017: \$140 two tickets for 2017 Common Good Awards

Total= \$10,740

Sincerely,

A handwritten signature in black ink that reads "Robert G. Grow". The signature is written in a cursive style.

Robert Grow, Chief Executive Officer

cc: Ari Bruening, President and Chief Operating Officer  
cc: Rachael M. Swetnam, Vice President of Development and Community Relations  
rachael@envisionutah.org 801-303-1454



Department of the Treasury  
Internal Revenue Service

P.O. Box 2508  
Cincinnati OH 45201

In reply refer to: 0248364843  
Sep. 02, 2009 LTR 4168C E0  
87-0462205 000000 00

00012919  
BODC: TE

ENVISION UTAH  
% R W JOHNSON  
254 S 600 E STE 201  
SALT LAKE CTY UT 84102-2081

005304

Employer Identification Number: 87-0462205  
Person to Contact: Ms. Osborne  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your request of Aug. 24, 2009, regarding your tax-exempt status.

Our records indicate that a determination letter was issued in August 1989, that recognized you as exempt from Federal income tax, and discloses that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

*Michele M. Sullivan*

Michele M. Sullivan, Oper. Mgr.  
Accounts Management Operations I



# TANNER

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**Financial Statements**  
**As of and for the Years Ended December 31, 2016 and 2015**

**Together with Independent Auditors' Report**

# ENVISION UTAH

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www.tannerco.com

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CERTIFIED PUBLIC ACCOUNTANTS

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## INDEPENDENT AUDITORS' REPORT

**To the Board of Directors  
Envision Utah**

### **Report on the Financial Statements**

We have audited the accompanying financial statements of Envision Utah (the Organization), which comprise the statements of financial position as of December 31, 2016 and 2015, the related statements of activities and cash flows for the years then ended, and the related notes to 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 the 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 audits 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 Envision Utah as of December 31, 2016 and 2015, 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.

*Tanner LLC*

November 15, 2017



**ENVIION UTAH**  
**Statements of Financial Position**

**As of December 31,**

---

<b><u>Assets</u></b>	<b><u>2016</u></b>	<b><u>2015</u></b>
Cash	\$ 457,744	\$ 377,727
Investments	209,947	177,558
Receivables	389,482	176,026
Property and equipment, net	24,081	35,837
Other assets	<u>8,261</u>	<u>8,316</u>
Total assets	<u>\$ 1,089,515</u>	<u>\$ 775,464</u>
<b><u>Liabilities and Net Assets</u></b>		
Liabilities:		
Accounts payable	\$ 60,428	\$ 59,166
Accrued liabilities	<u>28,766</u>	<u>16,080</u>
Total liabilities	<u>89,194</u>	<u>75,246</u>
Commitments (Note 6)		
Net assets:		
Unrestricted	770,321	605,594
Temporarily restricted	<u>230,000</u>	<u>94,624</u>
Total net assets	<u>1,000,321</u>	<u>700,218</u>
Total liabilities and net assets	<u>\$ 1,089,515</u>	<u>\$ 775,464</u>



**ENVIION UTAH**  
**Statements of Activities**

**For the Years Ended December 31,**

	<u>2016</u>	<u>2015</u>
<b>Change in unrestricted net assets:</b>		
Unrestricted support and revenues:		
Contributions	\$ 1,139,476	\$ 648,326
Contracts and grants	326,049	776,191
Special events, net of direct benefit to donors of \$30,979 and \$11,997 in 2016 and 2015, respectively	76,759	41,279
Interest income and other revenues	16,859	9,409
Total unrestricted support and revenues	<u>1,559,143</u>	<u>1,475,205</u>
Net assets released from restrictions	<u>94,624</u>	<u>-</u>
Total unrestricted support, revenues and reclassifications	<u>1,653,767</u>	<u>1,475,205</u>
Expenses:		
Program expenses	1,140,110	1,647,181
Management and general	222,886	224,806
Fundraising	126,044	113,658
Total expenses	<u>1,489,040</u>	<u>1,985,645</u>
Increase (decrease) in unrestricted net assets	<u>164,727</u>	<u>(510,440)</u>
<b>Change in temporarily restricted net assets:</b>		
Temporarily restricted revenues and support:		
Contributions	230,000	94,624
Net assets released from restrictions	<u>(94,624)</u>	<u>-</u>
Increase in temporarily restricted net assets	<u>135,376</u>	<u>94,624</u>
<b>Change in total net assets:</b>		
Total increase (decrease) in net assets	300,103	(415,816)
Total net assets, beginning of the year	<u>700,218</u>	<u>1,116,034</u>
Total net assets, end of the year	<u>\$ 1,000,321</u>	<u>\$ 700,218</u>





**ENVIION UTAH**  
**Statements of Cash Flows**

**For the Years Ended December 31,**

	<u>2016</u>	<u>2015</u>
<b>Cash flows from operating activities:</b>		
Increase (decrease) in net assets	\$ 300,103	\$ (415,816)
Adjustments to reconcile increase (decrease) in net assets to net cash provided by (used in) operating activities:		
Depreciation expense	12,356	12,304
Gain on investments	(21)	(57)
Changes in operating assets and liabilities:		
Receivables	(213,456)	217,435
Other assets	55	(2,802)
Accounts payable	1,262	(103,001)
Accrued liabilities	12,686	(20,240)
	<u>112,985</u>	<u>(312,177)</u>
Net cash provided by (used in) operating activities		
<b>Cash flows from investing activities:</b>		
(Increase) decrease in investments	(32,368)	47,458
Purchases of property and equipment	(600)	(4,950)
	<u>(32,968)</u>	<u>42,508</u>
Net cash provided by (used in) investing activities		
Net change in cash	80,017	(269,669)
Cash, beginning of the year	<u>377,727</u>	<u>647,396</u>
Cash, end of the year	<u>\$ 457,744</u>	<u>\$ 377,727</u>



**1. Organization and Summary of Significant Accounting Policies**

***Organization***

Founded in 1987, Envision Utah (the Organization) is a multi-issue, non-partisan 501(c)(3) organization that seeks to address critical long-term urban/suburban economic planning issues. Envision Utah was formed to guide the development of a broadly based and publicly supported Quality Growth Strategy - a vision to protect Utah's environment, economic strength, and quality of life for generations to come. In 2013, Envision Utah launched the "Your Utah, Your Future" initiative to establish and implement a vision for maintaining a high quality of life and a strong economy as Utah almost doubles in population in the coming decades. "Your Utah, Your Future" involves eleven focus areas: air quality; education; energy; housing and cost of living; jobs and economy; public lands; recreation; agriculture; transportation and communities; water; and disaster resilience. Envision Utah facilitates stakeholder dialogue and public involvement to pursue a broadly supported vision for the future.

***Financial Statement Presentation***

The Organization reports information regarding its financial position and activities according to three classes of net assets, as applicable: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

There were no permanently restricted net assets as of December 31, 2016 and 2015.

***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 certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

***Concentrations of Credit Risk***

The Organization maintains cash in bank deposit accounts which, at times, exceed federally insured limits. As of December 31, 2016, the Organization had approximately \$243,000 of cash that exceeded federally insured limits. To date, the Organization has not experienced a loss of or lack of access to its invested cash; however, no assurance can be provided that access to the Organization's cash will not be impacted by adverse conditions in the financial markets.

***Cash Equivalents***

The Organization considers all unrestricted, highly liquid investments with an initial maturity of three months or less to be cash equivalents.



**1. Organization and Summary of Significant Accounting Policies**  
*Continued*

***Concentrations of Support and Revenues***

Support and revenues consisted of significant funding from certain government agencies and contributors for the years ended December 31:

	<b>2016</b>	<b>2015</b>
<b>Government Grants</b>		
Agency A	*	85%
<b>Contributions</b>		
Donor A	28%	36%
Donor B	20%	13%
Donor C	*	13%
Donor D	*	13%

\* This agency or donor did not provide more than 10% of funding for the year noted.

***Concentrations of Receivables***

Concentrations of receivables consisted of the following as of December 31:

	<b>2016</b>	<b>2015</b>
Donor E	51%	*
Donor F	27%	*
Agency A	*	68%
Donor C	*	28%

\* This agency or donor did not have more than 10% of receivables as of the date noted.

***Investments***

Investments in marketable securities are reported at their fair values in the statements of financial position. Realized and unrealized gains and losses are included in the statements of activities.

***Receivables***

Contract revenues from government agencies and other third-party agencies are recognized on the accrual basis whereby revenues are recognized as services are provided. The Organization bills the agencies in accordance with the terms of the respective contracts. Receivables represent uncollateralized receivables from agencies for services, grants, and promises to give.



**1. Organization and Summary of Significant Accounting Policies**  
*Continued*

***Receivables - Continued***

The Organization regularly reviews its receivables and makes provisions for potentially uncollectible balances. As of December 31, 2016 and 2015, management concluded that all of the receivables were fully collectible and consequently no allowance for doubtful accounts has been provided.

***Promises to Give***

Unconditional promises to give expected to be collected within one year are recorded at net realizable value. Unconditional promises to give expected to be collected in future years are initially recorded at fair value using present value techniques incorporating risk-adjusted discount rates designed to reflect the assumptions market participants would use in pricing the asset. In subsequent years, amortization of the discounts is included in contribution revenue in the statements of activities. Management determines the allowance for uncollectable promises to give based on historical experience, an assessment of economic conditions, and a review of subsequent collections. Promises to give are written off when deemed uncollectable. As of December 31, 2016 and 2015, management has determined that an allowance for uncollectable promises to give is not required.

Unconditional promises to give consist of the following as of December 31:

	<b>2016</b>	<b>2015</b>
Receivable in less than one year	\$ 105,000	\$ 50,000
Receivable in one to five years	150,000	-
	<b>\$ 255,000</b>	<b>\$ 50,000</b>

Unconditional promises to give have not been discounted as the discount amounts are considered minor.

***Revenue Recognition***

Service revenues are recognized in accordance with the terms of service contracts and as the related services are provided. Generally, revenues are recognized when services have been performed and collection is reasonably assured. Amounts received in advance of providing the services are recorded as deferred revenue until earned.

Revenues from cost-reimbursement contracts are recognized as allowable costs are incurred, when a valid contract exists, collection is reasonably assured, and there are no significant obligations remaining.



1. **Organization and Summary of Significant Accounting Policies**  
*Continued*

***Contributions***

Contributions are recorded as unrestricted, temporarily restricted, or permanently restricted support depending on the existence and/or nature of any donor restrictions. Restricted contributions are required to be reported as temporarily or permanently restricted support. Temporarily restricted contributions are reclassified to unrestricted net assets upon expiration of the time restriction or appropriate use of the assets.

All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Donated materials and equipment are reflected as contributions at their estimated fair values on the date of receipt. When contributions with restrictions are received during a reporting year and expended in accordance with the donor's restrictions during the same year, the contribution is presented as unrestricted revenue and expense. Contributions are recognized when the donor makes an unconditional promise to give to the Organization.

***Property and Equipment***

Property and equipment purchased by the Organization are capitalized at cost. The fair value of donated property and equipment is similarly capitalized. Depreciation and amortization expense is computed on the straight-line basis over the estimated useful lives of the assets, which range from 3 to 7 years for office equipment.

When assets are retired or otherwise disposed of, the cost and related accumulated depreciation and amortization are removed from the accounts, and any resulting gain or loss is reflected in the statement of activities for the period. Expenditures for maintenance and repairs are charged to expense as incurred.

***Donated Services and In-Kind Support***

No amounts have been reflected in the financial statements for donated services. The Organization pays for most services requiring specific expertise. However, many individuals volunteer their time and perform a variety of tasks that assist the Organization with specific programs and assignments. The Organization did not recognize any in-kind support during 2016 or 2015.

***Allocation of Expenses***

The costs of program and supporting services activities have been summarized on a functional basis in the statements of activities. Certain costs have been allocated among the programs and supporting services benefited.



**1. Organization and Summary of Significant Accounting Policies**  
*Continued*

***Income Taxes***

The Organization is a qualified charitable organization under Section 501(c)(3) of the Internal Revenue Code and under state of Utah regulations, and as such, is not subject to federal or state income taxes on related business income. The Organization is subject to taxation on unrelated business income. Unrelated business income has not been significant. Management believes the Organization has taken no tax positions that more likely than not would not be sustained upon examination by taxing authorities. Accordingly, no provision for income taxes has been made in the accompanying financial statements.

***Subsequent Events***

The Organization has evaluated events and transactions for potential recognition or disclosure through November 15, 2017, which is the date the accompanying financial statements were available to be issued.

**2. Fair Value Measurements**

The Organization utilizes various methods to measure the fair value of its investments. Accounting principles generally accepted in the United States of America establish a hierarchy that prioritizes inputs to valuation methods. The three levels of inputs are:

Level 1: Quoted prices (unadjusted) in active markets that are accessible at the measurement date for assets or liabilities.

Level 2: Unobservable prices that are based on inputs not quoted on active markets, but corroborated by market data.

Level 3: Inputs are unobservable, are supported by little or no market activity, and are significant to the fair value of the underlying asset.

The Organization's investments consist solely of a money market fund and are measured at fair value using Level 1 inputs.

**3. Receivables**

Receivables consist of the following as of December 31:

	<b>2016</b>	<b>2015</b>
Grants and contracts receivable	\$ 134,482	\$ 126,026
Promises to give	255,000	50,000
	<b>\$ 389,482</b>	<b>\$ 176,026</b>



**4. Property and Equipment**

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

	<u>2016</u>	<u>2015</u>
Office equipment	\$ 82,608	\$ 85,717
Accumulated depreciation	(58,527)	(49,880)
	<u>\$ 24,081</u>	<u>\$ 35,837</u>

Depreciation expense for the years ended December 31, 2016 and 2015 was \$12,356 and \$12,304, respectively.

**5. Temporarily Restricted Net Assets**

Temporarily restricted net assets are restricted as follows as of December 31:

	<u>2016</u>	<u>2015</u>
Education Implementation Program	\$ 200,000	\$ -
Quality Communities Project	30,000	-
Your Utah Your Future Program	-	50,000
Utah County Agricultural Toolbox Project	-	44,624
	<u>\$ 230,000</u>	<u>\$ 94,624</u>

**6. Operating Lease**

The Organization leases office space under a noncancelable agreement. Future minimum lease payments are as follows:

<u>Years Ending December 31:</u>	
2017	\$ 48,870
2018	<u>50,317</u>
	<u>\$ 99,187</u>

Rental expense under the operating lease was \$47,453 and \$42,475 for the years ended December 31, 2016 and 2015, respectively.

**7. Retirement Plan**

The Organization contributes to a tax deferred annuity or 403(b) plan and has discretion as to the amount it contributes to the plan each year, up to a maximum of 3% of qualified wages. All full-time employees are eligible to participate in the plan once they have been employed for 30 days. For the years ended December 31, 2016 and 2015, the Organization contributed \$18,321 and \$9,920 to the 403(b) plan, respectively.