# 2011 \& 2010 Annual Financial Statements 

## PIONEER INSTITUTE, INC.

85 Devonshire Street; $8{ }^{\text {th }}$ Floor
Boston, Massachusetts
Years Ended September 30, 2011 and 2010
Contents: ..... Page
Independent Auditor's Report ..... 1
Statement of Financial Position ..... 3
Statement of Activities ..... 4
Statement of Cash Flows ..... 5
Notes to Financial Statements ..... 6-11
Summary of Funding \& Expenses by Program ..... 12-13

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Glenn Ricciardelli, P.C

The Board of Directors
Pioneer Institute, Inc.
85 Devonshire Street; 8th Floor
Boston, Massachusetts 02109

## Report on Financial Statements

We have audited the accompanying statements of financial position of Pioneer Institute, INC., which comprise the balance sheets as of September 30, 2011 and 2010, and the related statements of activity and cash flows for the years then ended, and the related notes to the financial statements.

## Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

## Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated 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 principles 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 Pioneer Institute, Inc. as of September 30, 2011 and 2010, and the changes in their net assets and their cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

## Report on Supplemental Information

Our audit was conducted for the purpose of forming an opinion on the basic financial statements taken as a whole. The schedule of functional expenses on Pages 11 \& 12 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Respectfully,

## Glemn Ricciardeli, PC

Boston, Massachusetts
January 14, 2012

|  | 2011 | 2010 |
| :---: | :---: | :---: |
| ASSETS: |  |  |
| Current Assets: |  |  |
| Cash \& Cash Equivalents (Note A) | \$654,377 | \$527,927 |
| Contributions Receivable (Note A) | 134,800 | 29,512 |
| Prepaid Expenses \& Deposits | 24,248 | 33,542 |
| Total Current Assets | 813,425 | \$590,981 |
| Property \& Equipment: |  |  |
| Furniture \& Fixtures | 31,091 | 31,091 |
| Office Equipment | 94,216 | 93,336 |
| Software | 174,136 | 165,036 |
| Leasehold Improvements | 35,498 | 35,498 |
| Subtotal | 334,941 | 324,961 |
| Less: Accumulated Depreciation \& Amortization | $(323,003)$ | $(306,558)$ |
| Net Property \& Equipment | 11,938 | 18,403 |
| Other Assets |  |  |
| Long-Term Investments (Note D) | 1,217,731 | 1,153,268 |
| Long-term Contributions Receivable | 53,300 |  |
| Total Assets | \$2,096,394 | \$1,762,652 |

## LIABILITIES:

Accounts Payable \& Other Accrued Expenses
Total Liabilities

NET ASSETS:
Unrestricted
Permanently Restricted (Note B)
Temporarily Restricted (Note B)
Total Net Assets
Total Liabilities and Net Assets

| 838,120 | $1,058,835$ |  |
| ---: | ---: | ---: |
| 215,746 | 203,203 |  |
| 986,380 |  |  |
|  |  | 453,786 |
| $\mathbf{2 , 0 4 0 , 2 4 6}$ | $\mathbf{1 , 7 1 5 , 8 2 4}$ |  |
| $\mathbf{\$ 2 , 0 9 6 , 3 9 4}$ |  |  |

## PIONEER INSTITUTE, INC.

Statement of Activities
As of September 30, 2011 and 2010

|  | 2011 |  | 2010 |  |
| :---: | :---: | :---: | :---: | :---: |
|  | Amount | Percent | Amount | Percent |
| CHANGE in UNRESTRICTED NET ASSETS: |  |  |  |  |
| Revenues and Gains: |  |  |  |  |
| Contributions | \$833,034 | 67\% | \$878,505 | 69\% |
| Sales of Publications, Tickets, etc. | 22,075 | 2\% | 28,032 | 2\% |
| Miscellaneous Income | 0 | 0\% | 1,000 | 0\% |
| Total Unrestricted Revenues \& Gains | 855,109 | 69\% | 907,537 | 71\% |
| Net Assets Released from Restrictions: (Note C) |  |  |  |  |
| Satisfaction of Program Restrictions | 383,696 | $31 \%$ | 369,525 | 29\% |
| Total Unrestricted Revenues, Gains \& Other | 1,238,805 | 100\% | 1,277,062 | 100\% |
| Expenses: |  |  |  |  |
| Management \& General Operations | 189,295 | 15\% | 108,368 | 8\% |
| Fund Raising | 247,193 | 20\% | 225,277 | 18\% |
| Outreach \& Public Communications | 77,928 | 6\% | 107,440 | 8\% |
| Major Research \& Program Categories: |  |  |  |  |
| Center for School Reform | 297,557 | 24\% | 267,445 | 21\% |
| Center for Economic Opportunity | 104,752 | 8\% | 52,662 | 4\% |
| Healthcare Initiative | 134,697 | 11\% | 45,124 | 4\% |
| Shamie Center for Better Government | 283,826 | 23\% | 311,635 | 24\% |
| Middle Cities Initiative | 56,515 | 5\% | 149,951 | 12\% |
| Lovett C. Peters Lecture Series | 83,991 | 7\% | 74,729 | 6\% |
| Total Expenses | 1,475,754 | 119\% | 1,342,631 | 105\% |
| Interest Income | 881 | 0\% | 2,214 | 0\% |
| Dividend Income | 49,148 | 4\% | 29,524 | 2\% |
| Realized gains on Long-term Investments | $(6,918)$ | -1\% |  | 0\% |
| Unrealized Gain on Long Term Investments | $(26,877)$ | -2\% | 41,387 | 3\% |
|  | 16,234 | 1\% | 73,125 | 6\% |
| Increase/(Decrease) in Unrestricted Net Assets | $(220,715)$ | -18\% | 7,556 | 1\% |

CHANGE in PERMANENT \& TEMPORARILY RESTRICTED NET ASSETS:

| Contributions - Permanent Restriction (Note A, B) | 12,000 | 1\% | $(1,870)$ | 0\% |
| :---: | :---: | :---: | :---: | :---: |
| Contributions - Temporary Restriction (Note A, B) | 908,465 | 73\% | 386,974 | 30\% |
| Interest Income | 23 | 0\% | 641 | 0\% |
| Dividend Income | 8,902 | 1\% | 6,561 | 1\% |
| Realized Gain (Loss) on Long Term Investments | $(2,634)$ | 0\% | 0 | 0\% |
| Unrealized Gain on Long Term Investments | 2,077 | 0\% | (878) | 0\% |
| Net Assets Released from Restrictions (Note C) | $(383,696)$ | -31\% | $(369,525)$ | -29\% |
| Inc./(Dec.) in Permanent \& Temporarily Restricted Net Assets | 545,137 | 44\% | 21,903 | 2\% |
| INCREASE/(DECREASE) IN NET ASSETS: | 324,422 | 26\% | 29,459 | $2 \%$ |
| NET ASSETS: Beginning of Year | 1,715,824 | 139\% | 1,686,365 | 132\% |
| NET ASSETS: End of Year | \$2,040,246 | 165\% | \$1,715,824 | 134\% |


|  | 2011 | 2010 |
| :---: | :---: | :---: |
| CASH FLOWS from OPERATING ACTIVITIES: |  |  |
| Change in Net Assets | \$324,422 | \$29,460 |
| Adjustments to Reconcile Change in Net Assets to |  |  |
| Net Cash Provided by Operating Activities: |  |  |
| Depreciation | 16,447 | 15,312 |
| Decrease/(Increase) in Contributions Receivable | $(158,588)$ | $(26,612)$ |
| Decrease/(Increase) in Prepaid Expenses \& Deposits | 9,294 | $(4,885)$ |
| Increase/(Decrease) in Accounts Payable/Deferred Expenses | 9,320 | $(47,756)$ |
| Unrealized Losses/(Gains) on Long Term Investments | $(24,801)$ | 40,509 |
| Net Cash Provided by Operating Activities | 176,094 | 6,029 |
| CASH FLOWS from INVESTING ACTIVITIES: |  |  |
| (Purchase) / Disposals of Property \& Equipment | $(9,982)$ | $(16,145)$ |
| (Purchase \& Income Reinvestments) / Sales of Long Term Investments | $(39,662)$ | 6,993 |
| Net Cash Used by Investing Activities | $(49,644)$ | $(9,152)$ |
| CASH FLOWS from FINANCING ACTIVITIES: |  |  |
| Net Cash Used by Financing Activities | 0 | 0 |
| NET INCREASE IN CASH \& CASH EQUIVALENTS: | 126,450 | $(3,123)$ |
| CASH \& EQUIVALENTS: Beginning of Year | 527,927 | 531,050 |
| CASH \& EQUIVALENTS: End of Year | \$654,377 | \$527,927 |

## PIONEER INSTITUTE, INC.

Notes to Financial Statements
Years Ended September 30, 2011 and 2010

## Note A - Nature of Organization and Significant Accounting Policies

## Organization:

PIONEER Institute, Inc. (PIONEER) is a public policy research organization, which specializes in the support, distribution, and promotion of scholarly research on Massachusetts' public policy issues. PIONEER does not incur any costs related to lobbying for the purpose of influencing legislation as addressed under Section 501 (h) of the Federal Tax Code.

## Basis of Presentation:

The financial statements of PIONEER are presented on the accrual basis.

## Net Assets and Revenue Recognition:

Net assets and revenues, gains and losses are classified based on the existence or absence of donorimposed restrictions. Accordingly, net assets and changes therein are classified as follows:

Permanently Restricted Net Assets - Net assets subject to donor-imposed stipulations that they be maintained in perpetuity by PIONEER.

Temporarily Restricted Net Assets - Net assets subject to donor-imposed stipulations that may or will be met by actions of PIONEER and/or the passage of time.

Unrestricted Net Assets - Net assets not subject to donor-imposed stipulations.
Revenues are reported as increases in unrestricted net assets unless use of the related assets is limited by donor-imposed restrictions. Revenues are reported as unrestricted net assets if the donor-imposed restrictions are met in the same reporting period. Expenses are reported as decreases in unrestricted net assets.

PIONEER recognizes contributions as revenue when they are received or unconditionally pledged. Contributions subject to donor-imposed stipulations that are met in the same reporting period are reported as unrestricted support. Unconditional promises to give, subject to donor imposed restrictions, with due dates scheduled after the balance sheet date are shown as increases in temporarily restricted net assets and shall be reclassified to unrestricted net assets when the related purpose or time restrictions are met. Conditional promises to give are not recognized until they become unconditional, that is, when the conditions on which they depend are substantially met. Contributions of assets other than cash are recorded at their estimated fair market value at the date of the gift.

PIONEER reports gifts of cash and other assets as permanently restricted support if they are received with donor stipulations that limit the access to the principal portion of the original donated assets. The release of permanently restricted assets amounted to $\$ 7,825$ and $\$ 7,390$, in the years ended September 30, 2011 and 2010, respectively.

Contributions receivable represent amounts unconditionally pledged by donors that have not been received by PIONEER. Contributions receivable were $\$ 188,100$ and $\$ 29,512$ as of September 30,

## PIONEER INSTITUTE, INC.

Notes to Financial Statements
Years Ended September 30, 2011 and 2010

2011 and 2010, respectively. For $2011, \$ 53,300$ of the $\$ 188,100$ contributions receivable is not expected to be received until after Fiscal 2012, and therefore, is considered temporarily restricted.

## Leases:

PIONEER leases its premises located on the eighth floor at 85 Devonshire Street, Boston, Massachusetts, 02109. The base rental payments, excluding utilities, for the remainder of the lease agreement are as follows:

| Period | Rent Expense | Deferred Rent <br> Reduction | Minimum Lease <br> Payments |
| :--- | ---: | ---: | :---: |
| FY2012 | $\$ 88,025$ | $\$(3,364)$ | $\$ 91,389$ |
| FY2013 | 88,025 | $(15,225)$ | 103,250 |
| FY2014 (2 Mos.) | 14,671 | $(2,635)$ | 17,306 |

## Cash and Cash Equivalents:

For financial statement purposes, PIONEER considers all highly liquid investments with a maturity date of 180 days or less to be cash and cash equivalents. Management believes the Institute is not exposed to any significant credit risk on cash and cash equivalents (see Note G).

## INVESTMENTS:

Investments of PIONEER are recorded at market based on quoted market prices.

## Contributions Receivable:

Contributions receivable are stated at the amount management expects to collect from outstanding balances. Management would provide for probable uncollectible amounts through a provision for bad debt expense and an adjustment to a valuation allowance based on its assessment of the current status of individual receivables from grants, contracts, and others. There was no allowance for bad debts at September 30, 2011 and 2010. Bad debt expense during the year ended September 30, 2011 was $\$ 2,500$.

## Contributed Services:

The financial statements reflect $\$ 15,000$ for Certified Public Accounting services provided on a probono basis in each of the years ended September 30, 2011 and 2010. In addition, a number of volunteers have donated their time to Pioneer, including the Board of Directors \& Founding Chairman. The value of this contributed time is not reflected in these financial statements since it is not easily susceptible to objective measurement or valuation.

## PIONEER INSTITUTE, INC.

Notes to Financial Statements
Years Ended September 30, 2011 and 2010

## 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. Specifically, certain expenses have been allocated to operations and programs based upon the time allocated to each by PIONEER's employees. Accordingly, actual results could differ from those estimates.

## Property and Depreciation:

Property amounts are stated at historical cost or, if donated, at the approximate fair value at the date of donation. For financial purposes, depreciation is computed on a straight-line basis, utilizing useful lives of 3 -years for office equipment $\&$ software and 5 -years for furniture and fixtures. Leasehold improvements are amortized over the length of the lease, or the life of the asset, whichever is shorter.

## Non-Profit Status and Income Taxes:

PIONEER is a nonprofit organization and is exempt from Federal income taxes under Section 501 (c)(3) of the U.S. Internal Revenue Code. Donors may deduct contributions made to PIONEER PIONEER within Internal Revenue Code regulations. PIONEER is subject to a tax on income from any unrelated business.

PIONEER has adopted the recognition requirements for uncertain income tax positions as required by generally accepted accounting principles, with no cumulative effect adjustment required. Income tax benefits are recognized for income tax positions taken or expected to be taken in a tax return, only when it is determined that the income tax positions will more-likely-than-not be sustained upon examination by taxing authorities. PIONEER has analyzed tax positions taken for filing with the Internal Revenue Service and all state jurisdictions where it operates. PIONEER believes that income tax filing positions will be sustained upon examination and does not anticipate any adjustments that would result in a material adverse affect on PIONEER's financial condition, results of operations or cash flows. Accordingly, PIONEER has not recorded any reserves, or related accruals for interest and penalties for uncertain income tax positions at September 30, 2010 and 2011.

PIONEER is subject to routine audits by taxing jurisdictions; however, there are currently no audits for any tax periods in progress. PIONEER believes it is no longer subject to income tax examinations for years prior to 2007.

## PIONEER INSTITUTE, INC.

Notes to Financial Statements
Years Ended September 30, 2011 and 2010

## Note B - Restricted Net Assets

Permanently restricted net assets are available for the following specific programs, at year-end September 30, 2011 and 2010.

|  | $\underline{\mathbf{2 0 1 1}}$ | $\underline{\mathbf{2 0 1 0}}$ |
| :--- | :--- | :---: |
|  | $\underline{\$ 215,746}$ |  |
| $\mathbf{\$ 2 0 3 , 2 0 3}$   <br> Tolby Hewitt Endowment for Health Care $\underline{\mathbf{\$ 2 1 5 , 7 4 6}}$ $\underline{\mathbf{\$ 2 0 3 , 2 0 3}}$ |  |  |

Temporarily restricted net assets are available for the following specific programs, at year-end September 30, 2011 and 2010.

|  | $\mathbf{2 0 1 1}$ | $\mathbf{2 0 1 0}$ |  |
| :--- | ---: | ---: | ---: |
| General Operations Grant | $\$ 2,550$ |  | $\$ 0$ |
| Direct Mail Fund-Raising Campaign | 41,095 | 34,126 |  |
| Pioneer Building Fund | 282,087 | 282,087 |  |
| Lovett C. Peters Memorial Fund | 397,160 |  |  |
| Lovett C. Peters Lecture Series | 10,088 | 44,078 |  |
| Center for School Reform | 93,251 |  |  |
| Healthcare Initiative | 46,560 |  |  |
| Shamie Center for Better Government | $\underline{113,589}$ | $\underline{93,495}$ |  |
| Total Temporarily Restricted | $\underline{\mathbf{9 8 6}, \mathbf{3 8 0}}$ | $\underline{\mathbf{\$ 4 5 3 , 7 8 6}}$ |  |

During the year ended September 30, 2011, Pioneer began a capital campaign to gain additional contributions to purchase an office condominium and to fund fellowships. Contributions related to these efforts comprise the Lovett C. Peters Memorial Fund.

## Note C - Net Assets Released From Donor Restrictions

Net assets were released from donor restrictions by incurring expenses satisfying the restricted purposes specified by the donor. For the years ended September 30, 2011 and 2010, the following purpose restrictions were accomplished:

|  | $\mathbf{2 0 1 1}$ | $\mathbf{2 0 1 0}$ |  |
| :--- | ---: | ---: | ---: |
| Direct Mail Fund-Raising Campaign | $\$ 16,601$ |  | $\$ 24,021$ |
| Center for School Reform | 106,599 |  | 60,450 |
| Center for Economic Opportunity |  |  | 24,500 |
| Healthcare Initiative | 47,214 |  | 8,370 |
| Shamie Center for Better Government | 114,291 |  | 77,013 |
| Middle Cities Initiative | 15,000 |  | 100,442 |
| LCP Lecture Series | $\underline{83,991}$ | $\underline{74,729}$ |  |
| Total Restrictions Released |  | $\underline{\mathbf{\$ 3 8 3 , 6 9 6}}$ | $\underline{\mathbf{\$ 3 6 9 , 5 2 5}}$ |

## PIONEER INSTITUTE, INC.

Notes to Financial Statements
Years Ended September 30, 2011 and 2010

## Note D - Fair Value of Investments

PIONEER investments are reported at fair value in the accompanying statements of net assets.

| September 30, 2011 | Fair Value | Quoted Prices in <br> Active Markets for <br> Identical Assets <br> (Level 1) |
| :--- | :---: | :---: |
| Mutual Funds | $\$ 1,115,340$ | $\$ 1,115,340$ |
| Closed-End Funds | 102,391 | 102,391 |

SFAS 157, Fair Value Measurements, establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. This hierarchy consists of three broad levels: Level 1 inputs consist of unadjusted quoted prices in active markets for identical assets and have the highest priority. PIONEER's investments are comprised solely of Level 1 assets.

PIONEER uses appropriate valuation techniques based on available inputs to measure fair value of its investments. When available, PIONEER measures fair value using Level 1 inputs because they generally provide the most reliable evidence of fair value. The fair value of mutual funds is based on quoted net asset value of shares held by PIONEER.

## Notes E - Mutual Funds

The fair market values at September 30, 2011 and 2010 are as follows:

| Description | $\mathbf{2 0 1 1}$ | $\mathbf{2 0 1 0}$ |
| :--- | ---: | ---: |
| Domestic Stock Fund - Large | $\$ 33,096$ | $\$ 0$ |
| Domestic Stock Funds - Intermediate \& Small | 188,829 | 128,230 |
| Global Opportunity Funds | 103,530 | 166,190 |
| Corporate \& Government Bond Funds | 740,977 | 852,371 |
| Money Market | $\underline{151,299}$ | $\underline{6,478}$ |
| Total | $\underline{\$ 1,217,731}$ | $\underline{\$ 1,153,268}$ |

## PIONEER INSTITUTE, INC.

Notes to Financial Statements
Years Ended September 30, 2011 and 2010

Investment income from cash equivalents and investments is comprised of the following for the years ended September 30, 2011 and 2010.

| Description | $\mathbf{2 0 1 1}$ | $\mathbf{2 0 1 0}$ |
| :--- | ---: | ---: |
| Dividend \& Interest | $\$ 58,954$ | $\$ 38,940$ |
| Net Realized Gains (Losses) | 6,728 | $(396)$ |
| Net Unrealized Gains (Losses) | $\underline{(41,010)}$ | $\underline{40,905}$ |
| Total | $\underline{\$ 24,672}$ | $\underline{\$ 79,449}$ |

## Note F-Agency Transaction

PIONEER holds no "pass through" grants as of September 30th, 2011.

## Note G - Concentration of Credit Risk

PIONEER maintains several bank accounts at two large regional financial institutions. The Federal Deposit Insurance Corporation (FDIC), during the period covered by these statements, insured accounts at member institutions up to $\$ 250,000$. This increased coverage will revert to an insurance amount of up to $\$ 100,000$ on December 31, 2013. At various times during the year, the cash balances exceeded the insured amount. Management believes the related credit risk to be minimal.

## Note H - Subsequent Events

PIONEER did not have any recognized or non-recognized subsequent events after September 30, 2011, the date of the statement of financial position. Subsequent events have been evaluated through January 19, 2012, the date the financial statements were issued.



