

**NATIONAL ORGANIZATION OF RESEARCH  
DEVELOPMENT PROFESSIONALS**

**FINANCIAL STATEMENTS AND  
INDEPENDENT AUDITORS' REPORT**

**AUGUST 31, 2016 AND 2015**

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# ***WEISS, SUGAR, DVORAK & DUSEK, LTD.***

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## **INDEPENDENT AUDITORS' REPORT**

To the Board of Directors  
NATIONAL ORGANIZATION OF RESEARCH  
DEVELOPMENT PROFESSIONALS

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

We have audited the accompanying financial statements of National Organization of Research Development Professionals (a non-profit organization), which comprise the statement of assets, liabilities, and net assets – modified cash basis as of August 31, 2016 and 2015, and the related statements of support, revenue and expenses, and changes in net assets – modified cash basis 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 the modified cash basis of accounting as described in Note 1; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible 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.

### **Auditor's Responsibility**

Our Responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit 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 from 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 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.

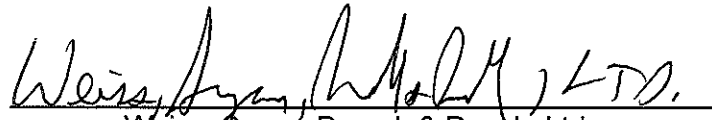
We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

**Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the assets, liabilities and net assets of National Organization of Research Development Professionals as of August 31, 2016 and 2015, and its support, revenue and expense, and changes in net assets for the years then ended in accordance with the modified cash basis of accounting as described in Note 1.

**Basis of Accounting**

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

  
Weiss, Sugar, Dvorak & Dusek, Ltd.

Chicago, Illinois  
February 24, 2017

**NATIONAL ORGANIZATION OF RESEARCH  
DEVELOPMENT PROFESSIONALS**  
**Statements of Assets, Liabilities, and Net Assets - Modified Cash Basis**  
**August 31, 2016 and 2015**

|   | <b>ASSETS</b> |  | <u>2016</u>       | <u>2015</u>       |
|---|---------------|--|-------------------|-------------------|
| <b>CURRENT ASSETS</b>                   |               |  |                   |                   |
| Cash and cash equivalents               |               |  | <u>\$ 169,247</u> | <u>\$ 207,894</u> |
| <b>LIABILITIES AND NET ASSETS</b>       |               |  |                   |                   |
| <b>LIABILITES</b>                       |               |  | \$ 0              | \$ 0              |
| <b>NET ASSETS</b>                       |               |  | <u>169,247</u>    | <u>207,894</u>    |
| <b>TOTAL LIABILITIES AND NET ASSETS</b> |               |  | <u>\$ 169,247</u> | <u>\$ 207,894</u> |

**NATIONAL ORGANIZATION OF RESEARCH  
DEVELOPMENT PROFESSIONALS**  
**Statements of Support, Revenue and Expenses,  
and Changes in Net Assets - Modified Cash Basis**  
**For the Years Ended August 31, 2016 and 2015**

|   | <u>2016</u>       | <u>2015</u>       |
|---|-------------------|-------------------|
| <b>SUPPORT AND REVENUE</b>  |                   |                   |
| Membership dues   | \$ 98,042         | \$ 102,678        |
| Conference fees   | 209,909           | 188,883           |
| Conference sponsorship  | 44,970            | 48,000            |
| Regional activities   | 1,086             | 1,316             |
| Interest  |                   | 1                 |
| Total Support and Revenue   | <u>354,007</u>    | <u>340,878</u>    |
| <b>EXPENSES</b>   |                   |                   |
| Conference  | 246,550           | 200,258           |
| Executive director  | 40,993            |                   |
| Administrative assistant  | 35,000            | 33,595            |
| Board retreat   | 12,175            | 16,699            |
| External engagement   | 7,198             | 11,620            |
| Software and subscriptions  | 11,333            | 10,567            |
| Banking and online fees   | 8,895             |                   |
| Board of directors  | 5,386             | 5,911             |
| Web services  | 2,450             | 2,181             |
| Professional development  | 5,527             | 5,088             |
| Insurance   | 1,489             |                   |
| Member services   | 1,000             |                   |
| Communications  | 6,012             | 4,848             |
| Professional fees   | 7,715             | 4,589             |
| Bookkeeper  | 520               | 1,004             |
| Regional activities   |                   | 2,439             |
| Office supplies   | 411               | 642               |
| Total Expenses  | <u>392,654</u>    | <u>299,441</u>    |
| <b>EXCESS (DEFICIENCY) OF SUPPORT<br/>AND REVENUE OVER EXPENSES</b> | <b>(38,647)</b>   | <b>41,437</b>     |
| <b>NET ASSETS - BEGINNING OF YEAR</b>                               | <u>207,894</u>    | <u>166,457</u>    |
| <b>NET ASSETS - END OF YEAR</b>                                     | <u>\$ 169,247</u> | <u>\$ 207,894</u> |

**NATIONAL ORGANIZATION OF RESEARCH  
DEVELOPMENT PROFESSIONALS**  
**Notes to Financial Statements**  
**August 31, 2016 and 2015**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Organization and Nature of Activities**

The National Organization of Research Development Professionals (NORDP) is a membership organization whose goals are to serve research development professionals and their institutions by providing a formal organization to support professional development, enhance institutional research competitiveness, and catalyze new research and institutional collaborations. NORDP members pursue effective practices and best approaches to support the efforts of researchers to develop strategic research activities in response to the extramural funding landscape, catalyze new collaborations and partnerships, and inform funding agencies about exciting ongoing and emerging research efforts at their institutions.

NORDP is a non-profit organization described in Section 501(c)(3) of the Internal Revenue Code and is generally exempt from federal and state income taxes.

**Support and Revenue**

The primary support for NORDP comes from members' dues and conference fees, and is generally available for unrestricted use. Other revenue include conference sponsorships and regional activities.

**Accounting Method**

NORDP uses the modified cash basis method of accounting. The modified cash basis of accounting differs from the accrual method of accounting in that the modified cash basis method records revenue as received and expenses when paid, whereas the accrual method of accounting records revenue and expenses when incurred. The modified cash basis method of accounting is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

**Donated Services**

No amounts have been reflected for donated services since no objective basis is available to measure their value.

**Subsequent Events**

NORDP has evaluated subsequent events for potential recognition and/or the disclosure through February 24, 2017, the date the financial statements were available to be issued.

## **NOTE 2 - DESCRIPTION OF NET ASSET BALANCES**

NORDP has established the following net asset categories:

### **Unrestricted Net Assets**

This fund includes all resources over which the Board of Directors has discretionary control. All unrestricted revenue and expenses, are included in the revenues and expenses of this fund. Transfers are made to this fund from the Temporarily Restricted Net Assets as the conditions of the restrictions are met.

### **Temporarily Restricted Net Assets**

This fund includes all resources that are temporarily restricted by the donors. Amounts are transferred to the unrestricted fund as expenditures are incurred which meet the restrictions of the donors. NORDP had no temporarily restricted net assets at August 31, 2016 and 2015.

## **NOTE 3 - TAX STATUS**

NORDP is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code. Accordingly, there is no provision for income taxes in the financial statements. Management believes that NORDP continues to qualify and to operate as designated.

Accounting standards provide guidance for how certain tax positions should be recognized, measured, disclosed and presented in the financial statements. This requires the evaluation of tax positions taken or expected to be taken in the course of preparing NORDP's information returns to determine whether the tax position are "more-likely-than-not" of being sustained "when challenged" or "when examined" by the applicable tax authority. Tax positions not deemed to meet the more-likely-than-not threshold would be recorded as a tax benefit and asset or expense and liability in the current year. NORDP files information returns in the U.S. federal jurisdiction and Illinois state jurisdiction. NORDP is no longer subject to U.S. federal and state examinations by tax authorities for years before 2013. As of and for the year ended August 31, 2016, management has determined that there are no uncertain tax positions.