# DECISION SCIENCE RESEARCH INSTITUTE, INC., dba DECISION RESEARCH

ANNUAL FINANCIAL REPORT March 31, 2014 and 2013

# Annual Financial Report March 31, 2014 and 2013

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#### INDEPENDENT AUDITOR'S REPORT

To the Board of Directors Decision Science Research Institute, Inc. dba Decision Research Eugene, Oregon

## Report on the Financial Statements

We have audited the accompanying financial statements of Decision Science Research Institute, Inc. dba Decision Research (a nonprofit organization), which comprise the statements of financial position as of March 31, 2014 and 2013, 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.

#### Auditor's 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 and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits 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.

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## Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Decision Science Research Institute. Inc. dba Decision Research as of March 31. 2014 and 2013, 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.

#### Other Matters

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of functional expenses and grant and contract activity, is presented for purposes of additional analysis and is not a required part of the financial statements. The accompanying schedule of expenditures of federal awards, as required by Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, 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 audit 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.

# Other Raporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated July 31, 2015. on our consideration of Decision Science Research Institute, Inc. dba Decision Research's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations. contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering Decision Science Research Institute, Inc. dba Decision Research's internal control over financial reporting and compliance.

Jones & Roth, P.C.

Jones + Roth, P.C.

Eugene, Oregon

July 31, 2015

**Financial Statements** 

# Statements of Financial Position March 31, 2014 and 2013

	2014	2013
ASSETS		
Current assets:		
Cash and cash equivalents	\$ 248,070	\$ 300,227
Investments	10,154	6,500
Grants and contracts receivable	372,687	244,460
Accounts receivable	4,523	1,538
Prepaid expenses and other assets	10,164	7,905
Total current assets	645,598	560,630
Fixed assets:		
Furniture and equipment	89,005	85,790
Less accumulated depreciation	(79,070)	(78,815)
Net fixed assets	9,935	6,975
Intangible assets:		
Intangible assets	5,323	5,323
Less accumulated amortization	(4,630)	(3,874)
Net intangible assets	693	1,449
Total assets	\$ 656,226	\$ 569,054
LIABILITIES AND NET ASSETS		
Current liabilities:		
Accounts payable	\$ 150,808	\$ 48,453
Accrued payroll and related expenses	69,695	55,427
Accrued paid time off	83,281	73,230
Accrued pension expense	6,342	5,282
Deferred revenue	34,256	45,150
Total current liabilities	344,382	227,542
Net assets; unrestricted	311,844	341,512
Total liabilities and net assets	\$ 656,226	\$ 569,054

See accompanying notes and independent auditor's report.

# Statements of Activities for the fiscal years ended March 31, 2014 and 2013

		2014	2013
Revenues:	-		
Grants and contracts			
Federal and Federal Pass-Through	\$	1,453,944 \$	1,003,218
Non-Federal		37,681	31,118
		1,491,625	1,034,336
Interest and Dividend Income		419	887
Contributions (cash)		6,841	4,351
Royalties		2,835	1,356
Unrealized Gains/(Losses)		4,158	277
Miscellaneous Income	0	376	828
Total revenues	_	1,506,254	1,042,035
Expenses:  Program saminas: Non Federal Funds			
Program services: Non-Federal Funds  Penefit/Pick Perceptions of Programinion Drugs II		1.240	1 0 1 0
Benefit/Risk Perceptions of Prescription Drugs II		1,240	1,818
Judgments of Real Life Functions		5,244	4,462
Consulting Web Panel Services		3,564	- (02
Improving the Ability of the Duwamish Superfund Clean-up HIA to		10,698	6,603
Address Potential Health Impacts to Native American Tribes		_	4,507
Address Forential Health Impacts to Patrice American Tribes	-	20,746	17,390
	_	20,740	17,370
Program services: Federal Pass-Through Funds			
National Center for Risk and Economic Analysis of Terrorism Events		46,711	95,652
Visual Simulation and Visually Based Control Research		2,130	9,260
Cultural Cognition of Synthetic Biology Risks		39,778	19,255
Resource Management in Developing Countries		_	2,044
NSEC: Center for Nanotechnology in Society		4,345	17,815
Transferring to Regulatory Economies the Risk-Analysis Approaches to			
Uncertainty		_	32,250
Public Risk Perception Surveys		5,666	45,814
Tribal Environmental Public Health Indicators		1,378	4,092

# Statements of Activities for the fiscal years ended March 31, 2014 and 2013

	2014	2013
Program services: Federal Pass-Through Funds, continued Evaluating Community Well-being in Relation to Shellfish as a Place-based Cultural Ecosystem Service of the Puget Sound region of the Salish Sea	4,600	
Guideline Development for Evaluating Resource Development Impacts on Tribal Communities		_
Adapting a Decision-Making Task to Explore its ERP Correlates in Youth and	1,333	_
Adults	12,820	_
Clinical Implementation of Carrier Testing Using NGS	61,786	
	180,549	226,182
Program services: Direct Federal Funds		
Development of Normal Procedures for Airline Operations	80,214	_
The Life You Can Save: Affective and Deliberative Processes Motivating		
Charitable Decisions	20,176	42,233
Risky Decision Making in Girls with Foster Care Involvement: Prevention		
Implications	_	37,062
DRU Modeling Community Response and Economic Impacts of Risk		
Amplification	8-	6,779
Reasoning Processes Underlying Decision Makers' Use of Expert Forecasts Valuing Lives You Can Save: Understanding and Combatting Value Collapse as	_	16,951
Numbers Increase	54,544	98,506
Regret Regulation and Everyday Decisions Across the Adult Lifespan	6,217	55,246
The Singularity Effect of Identifiable Victims: Is It a Matter of Culture and	5,21.	22,210
Education?	67,565	18,588
Coastal Vulnerability to Sea Level Rise and Erosion in Northwest Alaska		569
Developing Guidelines to Aid in Communicating Uncertainty	89,207	53,142
Detecting and Mitigating Automation Surprises	309,853	33,206
Decision Making and Dysregulation Pathways in Adolescents with Parental SUD	207,022	22,200
History	130,245	_
Developing Indigenous Health Indicators to Reflect Community Health Priorities	21,736	1—
Decision-Makers Use of Climate Science in Flood Planning and Management	20,257	24,092
	800,014	386,374
Total program services	1,001,309	629,946
Support Services	534,613	482,709
support services		402,702
Total expenses	1,535,922	1,112,655
Change in unrestricted net assets	(29,668)	(70,620)
Unrestricted net assets, beginning of year	341,512	412,132
Unrestricted net assets, end of year	\$ 311,844	\$ 341,512

See accompanying notes and independent auditor's report.

# Statements of Cash Flows for the fiscal years ended March 31, 2014 and 2013

	2014	2013
Cash flows from operating activities:		
Change in unrestricted net assets	\$ (29,668)	\$ (70,620)
Adjustments to reconcile change in unrestricted net assets to net cash used by operating activities:		,
Depreciation and amortization	6,127	8,209
Unrealized (gains)/losses	(4,158)	(277)
(Increase) decrease in:		
Grants and contracts receivable	(128,227)	(10,779)
Accounts receivable	(2,985)	(1,162)
Prepaid expenses and other assets	(2,259)	1,044
Increase (decrease) in:		
Accounts payable	102,355	2,556
Accrued payroll and related expenses	14,268	16,853
Accrued paid time off	10,051	(15,537)
Accrued pension expense	1,060	650
Deferred revenue	(10,894)	24,395
Net cash used by operating activities	(44,330)	(44,668)
Cash flows from investing activities:		
Acquisition of furniture and equipment	(7,827)	(1,453)
Net increase (decrease) in cash and cash equivalents	52,157	(46,121)
Cash and cash equivalents, beginning of year	300,227	346,348
Cash and cash equivalents, end of year	\$ 248,070	\$ 300,227
Schedule of noncash investing and financing activities:		
Total acquisition of furniture and equipment	\$ 8,331	\$ -
Value of trade in asset	(504)	· ·
Cash paid for furniture and equipment	\$ 7,827	\$ -

#### Notes to Financial Statements

#### 1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

#### **ORGANIZATION**

Decision Science Research Institute, Inc. dba Decision Research (the Organization) is an independent, nonprofit research institute, dedicated to research and education in the behavioral, social and decision sciences. Its main source of funding is through federal, state and private grants and contracts. The Organization is subject to regulatory action surrounding these grants and contracts.

The Organization was incorporated under the laws of the State of Oregon with the purpose of providing charitable, scientific, and educational research.

#### **USE OF 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 the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

#### NET ASSETS

The Organization's net assets are unrestricted. No part of the net assets are permanently restricted or temporarily restricted by donor-imposed stipulations.

#### CASH AND CASH EQUIVALENTS

Cash consists of cash maintained in checking accounts, savings accounts, and money market accounts with regional west coast financial institutions insured by the Federal Deposit Insurance Corporation (FDIC). At times, these deposits may exceed FDIC insurance limitations.

Cash equivalents are stated at cost and are not insured by the FDIC. Cash equivalents totaled \$1,756 and \$2,491 at March 31, 2014 and 2013, respectively.

#### **INVESTMENTS**

Investments consist of certificates of deposit and stocks. Certificates of deposit are invested with regional west coast financial institutions insured by the FDIC. These certificates have maturity dates greater than three months. Investments are carried at fair value. Realized and unrealized gains and losses are reported in the Statements of Activities.

#### GRANTS AND CONTRACTS RECEIVABLE

Grants and contracts receivable consist of amounts that are due from government agencies, foundations, nonprofit organizations, and private companies. Funding sources are geographically disbursed throughout the United States of America, with nominal amounts arising from outside the country. Management believes all receivables are fully collectable; therefore there is no allowance for uncollectable amounts.

#### FIXED ASSETS

Furniture and equipment are recorded at cost. Donated properties are recorded at their estimated fair market value on the date of gift. Expenditures for maintenance and repairs are charged against income, while renewals and betterments are capitalized. The cost and accumulated depreciation of property sold or otherwise disposed of are eliminated from the accounts, and the resulting gains or losses are reflected in revenue and expenses.

Depreciation is computed using the straight-line method over the estimated useful life of the furniture and equipment.

#### Notes to Financial Statements, continued

#### ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued:

#### REVENUE RECOGNITION

The Organization recognizes revenue on cost reimbursement grants and contracts as qualified expenses are incurred, subject to the amount authorized in the agreement. Unreimbursed grant or contract expenses are reflected in the financial statements as receivables and revenues. Cash receipts related to future grant or contract expenses are recorded as deferred revenue in the Statements of Financial Position.

#### INDIRECT RATE CALCULATION

Indirect costs are allocated proportionally on the basis of modified total direct costs (total direct costs excluding capital expenditures, participant support, and subcontract costs exceeding \$25,000 per subaward).

#### INCOME TAXES

Under the provisions of the Internal Revenue Code Section 501(c)(3) and applicable state law, the Organization has been granted exemption from state and federal income taxes. The Organization has also been classified as an entity that is not a private foundation within the meaning of Section 509(a) and qualifies for deductible contributions.

#### 2. INVESTMENTS:

At March 31, investments consisted of the following:

Market Value			
	2014		
\$	10,154	\$	6,500
\$	10,154	\$	6,500
	\$	\$ 10,154	\$ 10,154 \$

#### 3. COMMITMENTS AND CONTINGENCIES:

#### GRANTS AND CONTRACTS

Amounts received or receivable from grantor agencies are subject to audit and adjustment by such agencies. Any disallowed costs could become a liability of the Organization. Management believes that unallowable costs, if any, would not be significant or material.

#### **OPERATING LEASES**

The following is a schedule of estimated future minimum rental payments required under an operating lease for office space that has an initial or remaining lease term of less than one year as of March 31, 2014.

Ending February 28,	2015	\$ 75,825	
	Total:	\$ 75,825	

# Notes to Financial Statements, continued

#### 3. COMMITMENTS AND CONTINGENCIES, continued:

The term of the lease is ten years ending February 28, 2015. The Organization has the right to cancel the lease upon six months notice and payment of \$10,000.

Rent expenses associated with the above lease for the fiscal years ended March 31, 2014 and 2013, were \$80,509 and \$78,164, respectively.

The Organization has a month-to-month rental agreement with an employee of the Organization for the use of home office space. Rent expense for the above agreement for the fiscal years ended March 31, 2014 and 2013 amounted to \$2,252 and \$2,452, respectively.

#### 4. EMPLOYEE RETIREMENT PLAN:

The Organization maintains a defined contribution pension plan for substantially all permanent employees. Employees are 100 percent vested in employer contributions. Employer contributions to the plan for the fiscal years ended March 31, 2014, and 2013, were \$64,974 and \$52,989, respectively.

#### 5. CONCENTRATIONS:

During 2014, the Organization received grant revenue of approximately 65 percent from five grant contracts. During 2013, the Organization received grant revenue of approximately 46 percent from three grant contracts.

#### 6. SUBSEQUENT EVENTS:

Management evaluates events and transactions that occur after the statements of financial position as potential subsequent events. Management has performed this evaluation through the date of the independent auditor's report.

**Supplementary Data** 

# Decision Science Research Institute, Inc , dba Decision Research Schedule of Functional Expenses and Grant and Contract Activity For the year ended March 31, 2014

				Program S	ervices: Non-Fede	ral Funds					Progra	m Services: Federa	al Pass-Through F	unds
		PROGRAM	Benefit/Risk Perceptions of Prescription Drugs	Judgments of Real Life Functions	Latent Class Analysis	Consulting Services	Web Panel Services	National Center for Risk and Economic Analysis of Terrorism Events		Cultural Cognition of Synthetic Biology Risks	NSEC Center for Nanotechnology in Society	Public Risk Perception Surveys	Tribal Environmental Public Health Indicators	Evaluating Community Well-being in Relation to Shellfish as a Place-base Cultural Ecosystem Service of the Puget Sound Region of the Salish Sea
FUNCTIONAL EXPENSES:	GRAND TOTAL	SERVICES TOTAL	PHARMA II	SWEDISH JUDGMENTS	YALE - CK	CONSULTING	WEB PANEL	CREATE RECOMPETE	PEROT	SYNBIO	NANO	TSA	EPA HEALTH	PUGET SOUND
Payroll Fringe benefits Consultants Temporary Help	687,204.92 206,244.63 84,680.25 16,963.68	420,049.54 123,245.59 79,501.25		4,179.89 1,064.57		2,661 76 902 00	791.87	26,406.82 8,664.84	- 1	11,489.35 3,143.01	A STATE OF THE PARTY OF T	3,636.43	1,127.55	3,850.9
Subcontracts Travel Internet	298,332 77 47,556.54 2,704.42	298,332 77 41,393 15	1,239.60					8,871.69		474.70		892.85		
Data Entry Subjects/Data Collection Workshop Rent Janitorial	-20.00 38,807.03 84,254.91 2,622.00	-20.00 38,807.03					9,690.76	2,768.00		4,744.98		-20.00		
Parking Phone Supplies Soft/Hardware	335.65 5,416.25 3,348.34 5,648.60													
Postage Copies/Publishing Administrative Services Office Expense, Other	942.46 1,483.72 6,131.78 1,193.73													
Library Dues/Subscriptions Recruiting Expenses Maintenance/Repair Bid & Proposal	1,329.81 1,101.74 1,896.26 996.84													
Insurance Furn & Equip Lease Depreciation Amortization	3,528.22 3,788.22 5,370.90 755.64													
Legal Accounting Indirect offset Miscellaneous	21,300.00													
TOTALS	1,535,922.46	1,001,309.33	1,239.60	5,244.46		3,563.76	10,698.10	46,711.35	2,130.00	39,778.29	4,345.03	5,666.14	1,378.25	4,599.60
GRANT & CONTRACT ACTIVITY:														
Grant or Contract Award Amt. Prior Yrs Less Revenues Earned in Prior Years Amount Available Beginning of Year		5,176,628.74 -2,593,315.43 2,583,313.31	619,909.00 -609,098.00 10,811.00	-23,661.53				332,350.00 -287,366.72 44,983.28	-347,952.11	-75.237.39	71,032.00 -57,511.45 13,520.55	-76,968.15	-9,996.77	7
Adjustment to Prior Years Amount Awarded (Reduced) in FY14 TOTAL AVAILABLE		1,251,393.00 3,834,706.31	10,811.00			8,692.00	18,096.00 <b>18,096.00</b>	106,000.00			13,520.55			12,000.00
LESS: FY14 Direct Expenses         -1,001,309.33           FY14 Subcontract Expenses in Excess of \$25,000 & equipment (not subject to indirect)         253,653.77           FY14 Indirect Expenses at Actual Rate of 71.24%         -532,596.33		-1,239.60 -883.04	-5,244.46		-3,563.76 -2,538.66	-10,698.10	-46,711.35	-2,130.00	-39,778.29		-5,666.14	-1,378.29	-4,599.60	
FY14 Indirect Expenses in Excess of Cap of 68%  FY14 Indirect Expenses in Excess of Cap of 68%  24,190.46  FY14 Indirect Expenses in Excess of Contractual Indirect Cost Rate  [In-Kind Costs			40.11	169.69		115.31	346.12			1,287 03	140.57			
Contract Revenues Earned in Excess of Expenses Expenses Incurred in Excess of Award Amount FY14 NET CHARGE TO TOTAL AVAILABLE		-11,933.93 1,799.66 -1,519,849.47	-2,082 53	-8,810.69		-2,704.89 -8,692.00	(	-78,475.09	-362 10 -3,940 50		-52.53 -7,352.19		312.30	7,727.3
REMAINING AWARD AMOUNT END OF YE	EAR	2,314,856.84	8,728.47				.0,030.00	72,508.19					2,003.2	4,272.6

# Decision Science Research Institute, Inc , dba Decision Research Schedule of Functional Expenses and Grant and Contract Activity For the year ended March 31, 2014

							Program Services	Direct Federal Fu	nds						
Guideline Development for Evaluating Resource Development Inpacts on Tribal Communities	Making Task to Explore	Clinical Implementation of Carrier Testing Using NGS		The Life You Can Save Affective and Deliberative Processes Motivating Charitable Decisions	Valuing Lives You Can Save Understanding and Combatting Value Collapse as Numbers Increase		The Singularity Effect of Identifiable Victims Is it a Matter of Culture and Education?	Aid in Communicating Uncertainty  NSF	Detecting and Mitigating Automation Surprises	Decision Making and Dysregulation Pathways in Adolescents with Parental SUD History	Developing Indigenous Health Indicators to Reflect Community Health Priorities NIH-INDIGENOUS HEALTH	Decision-Makers Use of Climate Science in Flood Planning and Management	SUPPORT SERVICES		Corporate and
SALISH	NIH-ERP	NEXTGEN	FAA PROCEDURES	ROKIA II	ROKIA III	NSF REGRET	NSF TEHILA	UNCERTAINTY II	NASA AUTOMATION	NIH - DEV	INDICATORS	NSF FLOODS	TOTAL	Allowable Costs	Unallowable Costs
1,118.30 216.74	9,865.34 2,954.47		19,041.75 6,266.83 52,580.00	4,637.77		2,043 24 640 29	10,323.16	15,811.27	87,809 04 27,953.51	7,337.00	2,023.76 4,865.00	2,964.09	267,155.38 82,999.04 5,179.00 16,963.68	267,155.38 82,999.04 5,179.00 16,963.68	
			2,325 87		2,832.98	1,163 30	22,267.00	1,818.17	182,810.37 11,280.44			1,910.83	6,163.39 2,704.42	6,163.39 2,704.42	
				1,512.72	4,721.36	2,370.48	1,286.13	11,712.60					84,254.91 2,622.00 335.65 5,416.25 3,348.34 5,648.60 942.46 1,483.72 6,131.78 1,193.73 1,329.81 1,101.74 1,896.26 996.84 3,528.22 3,788.22 5,370.90 755.64 21,300.00	84,254 91 2,622.00 335.65 5,416.25 3,348.34 5,648.60 942.46 1,483.72 6,131.78 886.83 1,329.81 1,101.74 1,896.26 996.84 3,174.22 3,788.22 5,370.90 755.64 21,300.00	306.9 354.0
1,335.04	12,819.81	61,785.40	80,214.45	20,176.22	54,543.66	6,217.31	67,564.74	89,207.20	309,853.36	130,244.64	21,735.60	20,257.28	2,003.15 <b>534,613.13</b>	532,596.34	1,355.8 2,016.
			869,584.80 869,584.80	430,001.00 -386,076.18	449,998.00 -165,490.29	283,723 00 -274,764.70 8,958.30	338,995.00 -78,759.30	599,989.00 -89,279.02	400,000.00 -55,785.98 344,214.02	3		101,691 00 -40,474.84 61,216.16			
7,000.00 <b>7,000.00</b>				43,924.82	284,507.71	8,958.30	260,235.70	510,709.98	400,000.00 <b>744,214.02</b>						
-1,335.04							-67,564.74	-89,207.20	-309,853.36	-130,244.64		THE RESIDENCE OF THE PERSON NAMED IN			
-951.02 43.19	-9,132.26	-44,013.15	-57,141.18	-14,372 64 652 82	-38,854 46	-4,428.93 201.15	14,630.00 -37,708.34	-63,547.21	170,768.37 -99,077.92 4,500.12	68,255.40 -44,158.36	-15,483.47	-14,430.38			
	0.57		-7,466.40			1,486.79			-1,099.00						
-2,242.87						-8.958.30	-103,560.36		-405,530.16						
4,757.13	5,424.29	10,416.53	727,358.11	10,028.78	192,874.36		156,675.34	360,841.87	338,683.86	101,652.67	247,862.19	27,183.93			

**Grant Compliance** 

Government Auditing Standards Report



## INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Directors Decision Science Research Institute, Inc. dba Decision Research Eugene, Oregon

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of Decision Science Research Institute, Inc. dba Decision Research (Decision Research) (a nonprofit organization), which comprise the statement of financial position as of March 31, 2014, and the related statements of activities and cash flows for the year then ended, and the related notes of the financial statements, and have issued our report thereon dated July 31, 2015

## Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Decision Research's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Decision Research's internal control. Accordingly, we do not express an opinion on the effectiveness of Decision Research's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and questioned costs that we consider to be significant deficiencies. Refer to item 2014-01.

The Right People Beside You.

CPAs & Business Advisors Retirement Plan Services Financial Advisors

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BEND 300 SW Columbia Street EUGENE 432 West 11th Avenue Eugene, OR 97401 phone (541) 687-2320 fax (541) 485-0960

HILLSBORO 5635 NE Elam Young Pkwy. Suite 100 Hillsboro, OR 97124 phone (503) 648-0521

## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Decision Research's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and questioned costs as item 2014-01.

## **Decision Research's Response to Findings**

Decision Research's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. Decision Research's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

# **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Jones & Roth, P.C.

Jones + Roth, P.C

Eugene, Oregon July 31, 2015

A-133 (Single-Audit) Reports



## INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY OMB CIRCULAR A-133

To the Board of Directors Decision Science Research Institute, Inc. dba Decision Research Eugene, Oregon

#### Report on Compliance for Each Major Federal Program

We have audited Decision Science Research Institute, Inc. dba Decision Research's (Decision Research) compliance with the types of compliance requirements described in the OMB Circular A-133 Compliance Supplement that could have a direct and material effect on each of Decision Research's major federal programs for the year ended March 31, 2014. Decision Research's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

#### Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

#### Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Decision Research's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Decision Research's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Decision Research's compliance.

#### Opinion on Each Major Federal Program

In our opinion, Decision Research complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended March 31, 2014.

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#### Other Matters

The rasults of our auditing procedures disclosed instances of noncompliance, which are required to be reported in accordance with OMB Circular A-133 and which are described in the accompanying schedule of findings and questioned costs as item 2014-1. Our opinion on each major federal program is not modified with respect to these matters.

Decision Research's response to the noncompliance findings identified in our audit is described in the accompanying schedule of findings and questioned costs. Decision Research's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

# Report on Internal Control Over Compliance

Management of Decision Research is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Decision Research's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purposa of expressing an opinion on the affectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Decision Research's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencias, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a daficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is lass severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this saction and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material waaknesses or significant daficiencies may exist that wara not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, we identified certain deficiencies in internal control over compliance, as described in the accompanying schedule of findings and questioned costs as item 2014-1, that we consider to be significant deficiencies.

Decision Research's response to the intarnal control over compliance findings identified in our audit is described in the accompanying schedule of findings and questioned costs. Decision Research's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we exprass no opinion on the response.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the rasults of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

Jones + Roth, P.C. Jones & Roth, P.C. Eugene, Oregon July 31, 2015

Schedule of Expenditures of Federal Awards for the fiscal year ended March 31, 2014

	Federal CFDA / Subcontract		Í.A.
Federal Grantor/Pass-Through Grantor/Project Title National Science Foundation:	Number	Aw	vard Amount
Direct Grants			
Regret Regulation and Everyday Decisions Across the Adult Lifespan	47.075	\$	283,723
2. The Life You Can Save: Affective and Deliberative Processes Motivating	47.073	J	203,723
Charitable Decisions	47.075		430,001
Valuing Lives You Can Save: Understanding and Combatting Value	17.075		150,001
Collapse as Numbers Increase	47.075		449,998
The Singularity Effect of Identifiable Victims: Is it a Matter of Culture	111111111111111111111111111111111111111		.,,,,,,
and Education?	47.075		338,995
5. Developing Guidelines to Aid in Communicating Uncertainty	47.075		599,989
6. Decision-Makers Use of Climate Science in Flood Planning			
and Management	47.041		101,691
Passed through Yale University:			,
7. Cultural Cognition of Synthetic Biology Risks	47.075 / C10D10402		142,151
Passed through NSEC at University of California at Santa Barbara			
NSEC: Center for Nanotechnology in Society	47.075		71,032
, , , , , , , , , , , , , , , , , , ,	11.150.5	S	2,417,580
NASA:			2,111,000
Direct Grants			
Detecting and Mitigating Automation Surprises	43.XXX/NNX12AP14A	\$	800,000
Passed through Dell			000,000
Visual Simulation and Visually Based Control Research	43.XXX / 1670-DEC-001		361,178
o. Tisaa omaaton ara Tisaan pasea como Reseato	101111111111111111111111111111111111111	\$	1,161,178
J.S. Department of Health & Human Services:			1,101,170
Direct Grants:			
Risky Decision Making in Girls with Foster Care Involvement:			
Prevention Implications	93.279	\$	440,597
Decision Making and Dysregulation Pathways in Adolescents with Parental		J	440,397
SUD History	93.279	\$	274,050
Developing Indigenous Health Indicators to Reflect Community Health	75.217	The state of the s	274,030
Priorities	93.879	\$	284,378
Passed through Oregon Social Learning Center:	33.677	4	204,576
Adapting a Decision-Making Task to Explore its ERP Correlates through			
Adolescence	93.865	\$	26,961
Passed through Kaiser Foundation Research Institute:	93.803	J	20,701
Clinical Implementation of Carrier Testing Using NGS	93.172/UM1HG007292-01	\$	114,216
3. Chinear hapiementation of Carrier resting Osing 1905	93.172/OWITIG007292-01	\$	1,140,202
Environmental Protection Agency:		3	1,140,202
Passed through Swinomish Indian Tribal Community:			
Tribal Environmental Public Health Indicators	66.509/917-90-03-00	\$	12,000
17. Guideline Development for Evaluating Resource Development Impacts on	00.309/91/-90-03-00	D	12,000
Tribal Communities	66 026 NIVIEC EDA 220 429(2)	\$	7,000
	66.926/NWIFC EPA320-438(2)	Э	7,000
Passed through Puget Sound Institute University of Washington:	Cultural		
18. Evaluating Community Well-being in Relation to Shellfish as a Place-Based		•	12.000
Ecosystem Service of the Puget Sound Region of the Salish Sea Project	66.123/752491	<u>\$</u>	12,000
		3	31,000
Federal Aviation Administration	5295	•	000 505
Development of Normal Procedures for Airline Operations	n/a	\$	869,585
Department of Homeland Security:			
Passed through University of Southern California	05 041 33011333		06.55-
0. Public Risk Perception Surveys	97.061/33911202	\$	86,527
21. National Center for Risk & Economic Analysis of Terrorism Events	97.061 / 159447/151349		438,350
		\$	524,877

Total Research and Development:

Schedule of Expenditures of Federal Awards for the fiscal year ended March 31, 2014

	Accrued or (Deferred) Revenue at March 31, 2013		1	Receipts	Ex	penditures	Accrued or (Deferred) Revenue at March 31, 2014	pas	penditures sed through ubrecipients
NSF:					1100000	***************************************			
Direct	\$	3,629	\$	12,587	\$	8,958		\$	-
<ol> <li>3.</li> </ol>		5,069		38,497		33,896	468		*
4.		18,952		94,033		91,633	16,552		
- Mr. C		26,959		81,821		75,336	20,473		
5. 6.		15,304		152,005		149,868	13,167		-
U.		18,875		41,559		34,032	11,348		10.00
7.		20,552		87,466		66,914	(0)		-
8.		7,477		14,829		7,352	0		-
	S	116,817	S	522,797	\$	467,989	62,009	S	-
NASA:									
9. Dell:		38,286		387,256		405,530	56,560		182,810
10.		717		4,658		3,941			-
V.C. DIMO	S	39,003	S	391,914	S	409,471	56,560	S	182,810
U.S. DHHS	:								
11.	S	1,848	8	1,848	\$	-			
12.	S	•	\$	122,717	\$	172,397	49,680		93255
13.			\$	14,200	\$	36,516	22,316		
14.									
			\$	21,537	\$	21,537	-		
15.			\$	62,088	\$	103,799	41,711		241
	S	1,848	S	222,390	\$	334,249	113,707	\$	93,255
EPA: Swinomish:									
16. 17.	\$	2,493	\$	4,497	\$	2,004	1		
					\$	2,243	2,243		-
18.									
	\$	2,493	\$	4,497	<u>\$</u>	7,727	7,727 9,970	-\$	
	3	2,473							-
19.			\$	63,527	S	142,227	78,700		
DHS:									
USC: 20.	\$	76,968	\$	86,527	\$	9,559			-
21.	S	7,330 84,298	s	34,065 120,592	\$	78,475 88,034	51,740 51,740	-\$	
	s	244,460	S	1,325,717	\$	1,453,944	372,686	\$	276,065

# DECISION SCIENCE RESEARCH INSTITUTE, INC. dba Decision Research NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS For the Fiscal Year Ended March 31, 2014

#### 1. Purpose of Schedule

The accompanying schedule of expenditures of federal awards (the Schedule) is a supplementary schedule to Decision Research's financial statements and is presented for purposes of additional analysis. Because the Schedule presents only a selected portion of the activities of Decision Research, it is not intended to and does not present either the financial position or changes in net assets of Decision Research.

## 2. Significant Accounting Policies

#### Reporting Entity

The reporting entity is fully described in Note 1 of Decision Research's financial statements. The Schedule includes all federal financial assistance programs obtained by Decision Research for the fiscal year ended March 31, 2014.

#### **Basis of Presentation**

The information in the Schedule is presented in accordance with OMB Circular A-133, *Audits of States, Local Governments, and Non- Profit Organizations*. The receipt and expenditure of federal awards are accounted for under the accrual method of accounting.

# DECISION SCIENCE RESEARCH INSTITUTE, INC. dba Decision Research SCHEDULE OF FINDINGS AND QUESTIONED COSTS For the Fiscal Year Ended March 31, 2014

## Summary of Auditor's Results

- The independent auditor's report expresses an unmodified opinion on the financial statements of Decision Research.
- No significant deficiencies or material weaknesses in internal control were disclosed by the audit of the financial statements.
- No instances of noncompliance material to the financial statements, which would be required to be reported in accordance with Government Auditing Standards, were disclosed during the audit.
- 4) One significant deficiency in internal control was disclosed by the audit of the major federal award programs.
- 5) The independent auditor's report on compliance for the major federal award programs for Decision Research expresses an unmodified opinion.
- 6) There was one audit finding required to be reported under OMB Circular A-133 §\_\_\_.510. There were no questioned costs required to be reported under OMB Circular A-133 §\_\_\_.510.
- 7) The program tested as a major program was:

#### Research and Development Cluster:

CFDA # 20.108	Department of Transportation Programs
CFDA # 43.001	NASA Programs
CFDA # 47.041	National Science Foundation
CFDA # 47.075	National Science Foundation
CFDA # 66.509	Environmental Protection Agency
CFDA # 66.123	Environmental Protection Agency
CFDA # 66.926	Environmental Protection Agency
CFDA # 93.279	Department of Health and Human Services Programs
CFDA # 93.879	Department of Health and Human Services Programs
CFDA # 93.865	Department of Health and Human Services Programs
CFDA # 93.172	Department of Health and Human Services Programs
CFDA # 97.061	Department of Homeland Security Programs

- 8) The threshold for distinguishing between Type A and Type B programs was \$300,000.
- 9) Decision Research was not considered a low-risk auditee under OMB Circular A-133 §\_\_\_\_.530.

#### Findings – Financial Statement Audit

None.

# DECISION SCIENCE RESEARCH INSTITUTE, INC. dba Decision Research SCHEDULE OF FINDINGS AND QUESTIONED COSTS, Continued For the Fiscal Year Ended March 31, 2014

## Findings and Questioned Costs - Major Federal Award Program Audit

Finding 2014-1: Timeliness of financial reporting

**Type of finding:** Significant deficiency in internal control over financial reporting and noncompliance required to be reported under OMB Circular A-133 § .510.

Condition: Annual financial reporting has been delayed for several months in the past four years.

**Criteria:** OMB Circular A-133 §\_\_\_.320 requires that the audit be completed within nine months after the end of the audit period.

Cause: A lack of responsiveness from staff was the primary reason for the delay. The staff made an attempt in late November to complete the audit process on time. However, the auditor had to put off completing the audit until after tax season due to existing commitments.

Effect: Financial reports and Single Audit submissions were delayed.

Management's corrective action plan: Several new steps have been taken to ensure that the audit is completed in a timely fashion. In the future: 1) A new computerized accounting system has been purchased and implemented, 2) A new administrative position has been created to ease the burden of all administrative staff, and 3) regular weekly coordination and oversight meetings involving all of the administrative staff has been implemented. Officers and Board of Directors also routinely attend these meetings.

#### Prior Year Findings - Major Federal Award Program Audit

Finding 2013-1: Timeliness of financial reporting

Type of finding: Significant deficiency in internal control over financial reporting and noncompliance required to be reported under OMB Circular A-133 §\_\_\_\_.510.

**Condition:** Annual financial reporting has been delayed for several months in the past three years.

Criteria: OMB Circular A-133 §\_\_\_.320 requires that the audit be completed within 9 months after the end of the audit period.

Cause: Accounting personnel turnover and a lack of sufficient time for staff were the primary reasons for the delay.

Effect: Financial reports and Single Audit submissions were delayed.

**Management's corrective action plan:** Accounting level of effort has been increased significantly. We will be able to meet this deadline. Our FY14 audit is already scheduled to begin next month.

2014 Follow up: See Finding 2014-1.