



July 15, 2022

Request For Proposals

PA Wilds Center for Entrepreneurship invites firms to submit a proposal to assist the Organization in the preparation of six month and annual financial statements and related notes and supplementary information. The financial statements must be prepared in accordance with the requirements of a federal single audit.

Pa Wilds Center is a 501(c)(3) organization. We are a growing nonprofit doing important revitalization work for rural PA. Our Annual Report and Strategic Plan can be found here: www.pawildscenter.org/about-us/. See a short video about us here: [Life Above Route 80](#).

PA Wilds Center receives funding from grants, contracts, fees and mission-related social enterprises. We receive local, state and federal government funding. We also receive funds from other nonprofits, local and national foundations, and corporate donations. We have 22 employees located throughout the PA Wilds region with several remote offices. Our annual revenue has ranged between \$1 million and \$2 million over the past 3 years.

Our Organization will need assistance in the preparation of the following items:

1. Statement of Financial Position
2. Statement of Activities
3. Statement of Functional Expenses
4. Statement of Cash Flows
5. Notes to Financial Statements
6. Schedule of Federal Financial Assistance
7. Other supplementary information.

All of the above must be prepared semi-annually for the period of January 1-June 30th and for the calendar year ended December 31. The reports must be submitted to the CFO of the PA Wilds Center within 60 days of period end.

QUALIFICATIONS REQUIRED:

- a) Certified Public Accountant preferred
- b) Experience preparing financial statements for Non Profit Organizations
- c) Statement of firm's understanding of work to be performed
- e) Description of billing rates and procedures



TIMELINE & SUBMISSION:

Proposal must be received by Aug.15, 2022.

Proposals can be mailed to: PA Wilds Center,
739 Big Moores Runs Rd.
Coudersport, PA 16915

or emailed to: Julie Iaquinto, CFO
PA Wilds Center for Entrepreneurship
jiaquinto@pawildscenter.org

PA Wilds Center will follow up to schedule interviews for the top candidates.

QUESTIONS

If you have any questions or would like further clarification, please contact:
Julie Iaquinto at 814-449-8941 or jiaquinto@pawildscenter.org.