FINANCIAL STATEMENTS



FOR THE YEAR ENDED DECEMBER 31, 2017
WITH SUMMARIZED FINANCIAL
INFORMATION FOR 2016

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors Handicap International DBA Humanity & Inclusion Silver Spring, Maryland

We have audited the accompanying statement of financial position of Handicap International DBA Humanity & Inclusion (HI-US), which comprise the statement of financial position as of December 31, 2017, and the related statements of activities and change in net assets, functional expenses and cash flows for the year 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 audit 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 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 financial position of HI-US as of December 31, 2017, and the change in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

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MEMBER OF THE AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS' PRIVATE COMPANIES PRACTICE SECTION

Report on Summarized Comparative Information

We have previously audited HI-US's 2016 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated July 6, 2017. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2016, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated July 5, 2018 on our consideration of HI-US'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 HI-US's internal control over financial reporting and compliance.

July 5, 2018

Gelman Kozenberg & Freedman

STATEMENT OF FINANCIAL POSITION AS OF DECEMBER 31, 2017 WITH SUMMARIZED FINANCIAL INFORMATION FOR 2016

ASSETS

	2017	2016
CURRENT ASSETS		
Cash and cash equivalents Accounts receivable Grants receivable - Foundations Grants receivable - Federal Prepaid expenses	\$ 2,848,825 44,950 14,000 8,870,959 27,302	\$ 2,744,379 21,971 14,000 4,029,470 18,035
Total current assets	11,806,036	6,827,855
FIXED ASSETS		
Equipment Less: Accumulated amortization	9,950 <u>(9,950</u>)	9,950 <u>(9,950</u>)
Net fixed assets		
SECURITY DEPOSIT	7,042	7,042
TOTAL ASSETS	\$ <u>11,813,078</u>	\$ <u>6,834,897</u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable and accrued liabilities Deferred rent Due to HI-Federation Due to HI-Federation Affiliated Organizations	\$ 88,141 7,435 8,748,759 2,203,608	\$ 75,478 3,346 2,564,919 3,448,955
Total current liabilities	11,047,943	6,092,698
LONG-TERM LIABILITIES		
Deferred rent, net of current portion	26,344	33,791
Total liabilities	11,074,287	6,126,489
NET ASSETS		
Unrestricted	330,026	330,026
Temporarily restricted Temporarily restricted reserve	161,765 <u>247,000</u>	131,382 247,000
Total temporarily restricted	408,765	378,382
Total net assets	738,791	708,408
TOTAL LIABILITIES AND NET ASSETS	\$ <u>11,813,078</u>	\$ <u>6,834,897</u>

STATEMENT OF ACTIVITIES AND CHANGE IN NET ASSETS FOR THE YEAR ENDED DECEMBER 31, 2017 WITH SUMMARIZED FINANCIAL INFORMATION FOR 2016

		201	17		2016
		_	Temporarily		
		Temporarily			
	Unrestricted	Restricted	Reserve	<u>Total</u>	<u>Total</u>
REVENUE					
Foundation grants	\$ 1,659,368	\$ 235,997	\$ _	\$ 1,895,365	\$ 1,746,420
Government grants	22,521,027	Ψ 200,007	Ψ -	22,521,027	13,092,192
Contributions	459,770	-	_	459,770	308,846
In-kind contributions	77,225	_	_	77,225	79,385
Interest and other revenue	364	_	_	364	1,924
Net assets released from donor					1,5_1
restrictions	205,614	(205,614)	_	_	-
		,			
Total revenue	24,923,368	30,383		24,953,751	15,228,767
EXPENSES					
Program Services	23,866,857	-	-	23,866,857	14,025,211
Ğ					
Supporting Services:					
Management and General	617,386	-	-	617,386	744,084
Fundraising	439,125			<u>439,125</u>	<u>365,646</u>
Total supporting					
services	<u>1,056,511</u>			<u>1,056,511</u>	<u>1,109,730</u>
Total expenses	24,923,368	_	_	24,923,368	15,134,941
Total expenses	27,020,000			<u> Z+,020,000</u>	10,104,041
Change in net assets	-	30,383	-	30,383	93,826
Net assets at beginning of year	330,026	131,382	247,000	708,408	614,582
The access at beginning or year		101,002	<u></u>	<u>700,∓00</u>	<u> </u>
NET ASSETS AT END OF YEAR	\$ <u>330,026</u>	\$ <u>161,765</u>	\$ <u>247,000</u>	\$ <u>738,791</u>	\$ <u>708,408</u>

STATEMENT OF FUNCTIONAL EXPENSES FOR THE YEAR ENDED DECEMBER 31, 2017 WITH SUMMARIZED FINANCIAL INFORMATION FOR 2016

	2017				2016	
	Supporting Services			_		
	Program Services	Management and General	Fundraising	Total Supporting Services	Total Expenses	Total Expenses
Salaries	\$ 443,126	\$ 260,329	\$ 192,754	\$ 453,083	\$ 896,209	\$ 847,780
Benefits	115,117	88,549	60,884	149,433	264,550	237,832
Payroll taxes	32,423	18,944	13,947	32,891	65,314	66,093
Staff training and recruitment	6,191	1,355	740	2,095	8,286	6,664
Legal	=	9,765	=	9,765	9,765	7,640
Consultants	19,145	73,759	43,829	117,588	136,733	76,665
Donor mailings	-	-	37,547	37,547	37,547	35,687
Occupancy	43,581	31,024	17,728	48,752	92,333	92,282
Accounting and auditing services	-	35,942	-	35,942	35,942	37,059
Insurance	=	19,790	=	19,790	19,790	19,664
Communications	62,435	6,399	34,181	40,580	103,015	101,884
Travel	38,852	28,030	15,448	43,478	82,330	73,174
Postage and delivery	26	500	2,669	3,169	3,195	3,577
Supplies	848	32,526	8,818	41,344	42,192	40,092
Subscriptions and publications	5,761	7,324	2,778	10,102	15,863	12,669
Events and meeting	25,876	2,885	2,834	5,719	31,595	10,614
Bank fees	853	265	4,968	5,233	6,086	4,809
Grants to HI-Federation and affiliated organizations	23,072,623	-	-	-	23,072,623	13,459,443
Amortization						1,313
TOTAL	\$ 23,866,857	\$ 617,386	\$ 439,125	\$ 1,056,511	\$ 24,923,368	\$ 15,134,941

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED DECEMBER 31, 2017 WITH SUMMARIZED FINANCIAL INFORMATION FOR 2016

		2017		2016
CASH FLOWS FROM OPERATING ACTIVITIES				
Change in net assets	\$	30,383	\$	93,826
Adjustments to reconcile change in net assets to net cash provided by operating activities:				
Amortization		-		1,313
(Increase) decrease in: Accounts receivable Grants receivable - Foundations Grants receivable - Federal Prepaid expenses		(22,979) - (4,841,489) (9,267)		(981) (14,000) 73,329 (187)
Increase (decrease) in: Accounts payable and accrued liabilities Deferred rent Due to/from HI-Federation Due to/from HI-Federation Affiliated Organizations	_	12,663 (3,358) 6,183,840 (1,245,347)	_	(21,973) 705 (35,669) 1,803,458
Net cash provided by operating activities	_	104,446	_	1,899,821
Net increase in cash and cash equivalents		104,446		1,899,821
Cash and cash equivalents at beginning of year	_	2,744,379	_	844,558
CASH AND CASH EQUIVALENTS AT END OF YEAR	\$_	2,848,825	\$_	2,744,379

NOTES TO FINANCIAL STATEMENTS DECEMBER 31, 2017

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND GENERAL INFORMATION

Organization -

Humanity & Inclusion (HI-US), formerly Handicap International, was incorporated in 2006 in the District of Columbia and is located in Silver Spring, Maryland. HI-US works to bring about lasting change in the living conditions of people in disabling situations in post-conflict or low-income countries around the world. They work with local partners to prevent and address the consequences of disabling accidents and diseases; clear landmines/UXO and prevent mine-related accidents through education; and the use of indiscriminate weapons that wound and kill the innocent long after the war is over; respond quickly and effectively to natural and civil disasters to limit serious and permanent injuries and assist survivors with social and economic reintegration; and advocate for the universal recognition of the rights of the disabled through national planning and advocacy.

Basis of presentation -

The accompanying financial statements are presented on the accrual basis of accounting, and in accordance with FASB ASC 958, *Not-for-Profit Entities*.

The financial statements include certain prior year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with generally accepted accounting principles. Accordingly, such information should be read in conjunction with HI-US's financial statements for the year ended December 31, 2016, from which the summarized information was derived.

Combined financial statements -

The accompanying financial statements represent the activity of HI-US only. The financial statements of HI-US have been combined with the Handicap International Federation DBA Humanity & Inclusion (HI-Federation) and Affiliated Organizations in accordance with accounting rules laid down by the "Conseil National de la Vie Associative" and in accordance with accounting regulation CRC 99-03 as amended by regulation CRC 99-01. The combined financial statements will be available at the HI-US office.

Cash and cash equivalents -

HI-US considers all cash and other highly liquid investments with initial maturities of three months or less to be cash equivalents. Bank deposit accounts are insured by the Federal Deposit Insurance Corporation (FDIC) up to a limit of \$250,000. At times during the year, HI-US maintains cash balances in excess of the FDIC insurance limits. Management believes the risk in these situations to be minimal.

Receivables -

Receivables approximate fair value. Management considers all amounts to be fully collectible. Accordingly, an allowance for doubtful accounts has not been established.

Fixed assets -

Fixed assets in excess of \$5,000 are capitalized and stated at cost. Fixed assets are depreciated on a straight-line basis over the estimated useful lives of the related assets, generally three to five years. The cost of maintenance and repairs is recorded as expenses are incurred. Websites are amortized over an estimated useful life of three years.

NOTES TO FINANCIAL STATEMENTS DECEMBER 31, 2017

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND GENERAL INFORMATION (Continued)

Income taxes -

HI-US is exempt from Federal income taxes under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision for income taxes has been made in the accompanying financial statements. HI-US is not a private foundation.

Uncertain tax positions -

For the year ended December 31, 2017, HI-US has documented its consideration of FASB ASC 740-10, *Income Taxes*, that provides guidance for reporting uncertainty in income taxes and has determined that no material uncertain tax positions qualify for either recognition or disclosure in the financial statements.

Net asset classification -

The net assets are reported in two self-balancing groups as follows:

- Unrestricted net assets include unrestricted revenue and contributions received without donor-imposed restrictions. These net assets are available for the operation of HI-US and include both internally designated and undesignated resources.
- Temporarily restricted net assets include revenue and contributions subject to donor-imposed stipulations that will be met by the actions of HI-US and/or the passage of time.
 When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the Statement of Activities and Change in Net Assets as net assets released from restrictions.

Contributions and grants -

Unrestricted and temporarily restricted contributions and grants are recorded as revenue in the year notification is received from the donor. Temporarily restricted contributions and grants are recognized as unrestricted support only to the extent of actual expenses incurred in compliance with the donor-imposed restrictions and satisfaction of time restrictions. Such funds in excess of expenses incurred are shown as temporarily restricted net assets in the accompanying financial statements.

HI-US receives funding under grants and contracts from the U.S. Government for direct and indirect program costs. This funding is subject to contractual restrictions, which must be met through incurring qualifying expenses for particular programs. Accordingly, such grants are considered exchange transactions and are recorded as unrestricted income to the extent that related expenses are incurred in compliance with the criteria stipulated in the grant agreements.

Grants receivable represents amounts due from funding organizations for reimbursable expenses incurred in accordance with the grant agreements. Grant funding received in advance of incurring the related expenses is recorded as a refundable advance.

In-kind contributions -

In-kind contributions consisted primarily of Google ads. In-kind contributions are recorded at their fair market value as of the date of the gift (Note 8).

NOTES TO FINANCIAL STATEMENTS DECEMBER 31, 2017

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND GENERAL INFORMATION (Continued)

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 at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

Functional allocation of expenses -

The costs of providing the various programs and other activities have been summarized on a functional basis in the Statement of Activities and Change in Net Assets. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

Foreign currency translation -

The U.S. Dollar ("Dollars") is the functional currency for HI-US's operations worldwide. Transactions in currencies other than Dollars are translated into Dollars at the rates of exchange in effect during the month of the transaction.

New accounting pronouncements (not yet adopted) -

In August 2016, the FASB issued ASU 2016-14, *Presentation of Financial Statements of Not-for-Profit Entities* (Topic 958), intended to improve financial reporting for not-for-profit entities. The ASU will reduce the current three classes of net assets into two: with and without donor restrictions. The change in each of the classes of net assets must be reported on the Statement of Activities and Change in Net Assets. The ASU also requires various enhanced disclosures around topics such as board designations, liquidity, functional classification of expenses, investment expenses, donor restrictions, and underwater endowments. The ASU is effective for years beginning after December 15, 2017. Early adoption is permitted. The ASU should be applied on a retrospective basis in the year the ASU is first applied. While the ASU will change the presentation of HI-US's financial statements, it is not expected to alter HI-US's reported financial position.

In May 2014, the FASB issued ASU 2014-09, *Revenue from Contracts with Customers* (Topic 606) (ASU 2014-09). The ASU establishes a comprehensive revenue recognition standard for virtually all industries under generally accepted accounting principles in the United States (U.S. GAAP) including those that previously followed industry-specific guidance. The guidance states that an entity should recognize revenue to depict the transfer of promised goods or services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for those goods or services. The FASB issued ASU 2015-14 in August 2015 that deferred the effective date of ASU 2014-09 by a year; thus, the effective date is years beginning after December 15, 2018. Early adoption is permitted. HI-US has not yet selected a transition method and is currently evaluating the effect that the updated standard will have on its financial statements.

In 2016, the FASB issued ASU 2016-02, *Leases* (Topic 842). The ASU changes the accounting treatment for operating leases by recognizing a lease asset and lease liability at the present value of the lease payments in the Statement of Financial Position and disclosing key information about leasing arrangements. The ASU is effective for private entities for years beginning after December 15, 2019. Early adoption is permitted. The ASU should be applied at the beginning of the earliest period presented using a modified retrospective approach.

HI-US plans to adopt the new ASUs at the respective required implementation dates.

NOTES TO FINANCIAL STATEMENTS DECEMBER 31, 2017

2. TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets consisted of the following at December 31, 2017:

TOTAL TEMPORARILY RESTRICTED NET ASSETS	\$ 161,765
IDEO Amplify Challenge	 4,180
Miracle Feet Sri Lanka	1,705
Making it Work Phase IV	\$ 155,880

3. TEMPORARILY RESTRICTED RESERVE

The total funds in the reserve are the equivalent of three months of HI-US activity budget, as well as an agreed sum with which to cover any obligations for non-institutional co-financing of national origin on ongoing institutional funding contacts.

The HI-Federation retains ownership of these funds, but HI-US may use the funds received to develop its private fundraising activities; the benefits of which will transfer to the HI-Federation. As of December 31, 2017, the balance of the restricted reserve was \$247,000.

4. NET ASSETS RELEASED FROM RESTRICTIONS

The following temporarily restricted net assets were released from donor restrictions by incurring expenses which satisfied the restricted purposes specified by the donors:

Making It Work Phase IV	\$ 175,502
Miracle Feet Sri Lanka	24,292
IDEO Amplify Challenge	5,820
TOTAL NET ASSETS RELEASED FROM RESTRICTIONS	\$ 205.614

5. LEASE COMMITMENT

During May 2015, HI-US signed a 65-month lease, which expires on November 30, 2020. The lease has a base annual rent of \$84,504, with an annual escalation of 4.5%.

Accounting principles generally accepted in the United States of America require that the total rent commitment should be recognized on a straight-line basis over the term of the lease. Accordingly, the difference between the actual monthly payments and the rent expense being recognized for financial statement purposes is recorded as a deferred rent liability on the Statement of Financial Position.

Rent expense for the year ended December 31, 2017 was \$92,333. The deferred rent liability was \$33,779.

Future minimum payments are as follows at December 31, 2017:

Year Ending December 31

2018 2019 2020	\$ 94,703 98,965 94,642
	\$ 288,310

NOTES TO FINANCIAL STATEMENTS DECEMBER 31, 2017

6. PENSION EXPENSE

Effective April 15, 2007, HI-US established The Handicap International, Inc. Tax Deferred Annuity Plan (the Plan). All full-time HI-US employees are eligible to participate in the Plan. Plan contributions are made by participants through pre-tax payroll deductions. Plan contributions in the amount of \$600 per quarter will be made by the organization following satisfactory completion of the employee's initial three month probation period.

In addition, HI-US matches a contribution of up to three percent of the participant's regular salary. Total pension expense for the year ended December 31, 2017 was \$48,747.

7. RELATED PARTY TRANSACTIONS

HI-US is a part of the Handicap International DBA Humanity & Inclusion Federation (HI-Federation), comprised of eight national associations, which is headquartered in Lyon, France. HI-US solicits private and public funds, as well as provides program management through technical expertise, training, monitoring and evaluation, and grants administration.

HI-US provides 80% of unrestricted contributions to the HI-Federation and HI-Federation Affiliated Organizations. For the year ended December 31, 2017, they contributed \$286,802 to HI-Federation. HI-US also contributed \$65,000 to HI-Federation Affiliated Organizations.

The HI-Federation reimburses HI-US for operational expenses. For the year ended December 31, 2017, operational support to HI-US totaled \$1,659,368.

Additionally, HI-US expended \$16,142,750 in sub-grants to the HI-Federation and \$6,929,873 for the HI-Federation Affiliated Organizations (both of which include the 80% of unrestricted contributions). HI-Federation and the HI-Federation Affiliated Organizations implement the programs. HI-US and the HI-Federation also share two Board members. For the year ended December 31, 2017, HI-US owed HI-Federation \$8,748,759 and owed the HI-Federation Affiliated Organizations \$2,203,608.

8. IN-KIND CONTRIBUTIONS

During the year ended December 31, 2017, HI-US was the beneficiary of donated services which allowed HI-US to provide greater resources toward various programs. To properly reflect total program expenses, the following donations have been included in revenue and expense for the year ended December 31, 2017.

Donated Google Ads Other donations	\$ 75,918 1,307
	\$ 77,225
The following programs have benefited from these donated services:	
Program Services Fundraising	\$ 57,919 19,306
	\$ 77,225

NOTES TO FINANCIAL STATEMENTS DECEMBER 31, 2017

9. CONTINGENCY

HI-US receives grants from various agencies of the United States Government. Such grants are subject to audit under the provisions of *Title 2 U.S. Code of Federal Regulations (CFR) Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*.

The ultimate determination of amounts received under the United States Government grants is based upon the allowance of costs reported to and accepted by the United States Government as a result of the audits. Audits in accordance with the applicable provisions have been completed for all required fiscal years through 2017. Until such audits have been accepted by the United States Government, there exists a contingency to refund any amount received in excess of allowable costs. Management is of the opinion that no material liability will result from such audits.

10. CONCENTRATION OF REVENUE

Excluding in-kind revenue, approximately 91% of HI-US's revenue for the year ended December 31, 2017 was derived from grants awarded by agencies of the United States Government. HI-US has no reason to believe that relationships with these agencies will be discontinued in the foreseeable future. However, any interruption of these relationships (i.e., the failure to renew grant agreements or withholding of funds) would adversely affect HI-US's ability to finance ongoing operations.

11. PROGRAM SERVICES

Handicap International's program service activities support key program areas in our operations and technical resources divisions, as follows:

	<u> 2017</u>		<u> 2016</u>
Rehabilitation Disability Rights and Inclusion Emergency Mine Action Health and Prevention	\$ 5,121,36 3,423,38 9,443,25 3,745,66 2,133,18	2 5 6	4,571,072 3,055,099 2,504,895 2,302,041 1,592,104
TOTAL PROGRAM SERVICES	\$ <u>23,866,85</u>	7 \$_	14,025,211

12. SUBSEQUENT EVENTS

In preparing these financial statements, HI-US has evaluated events and transactions for potential recognition or disclosure through July 5, 2018, the date the financial statements were issued.