

EMDR HUMANITARIAN ASSISTANCE PROGRAMS, INC.

FINANCIAL STATEMENTS

JUNE 30, 2018

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INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees  
EMDR Humanitarian Assistance Programs, Inc.

We have audited the accompanying financial statements of EMDR Humanitarian Assistance Programs, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2018, and the related statements of activities, 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. 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 EMDR Humanitarian Assistance Programs, Inc. as of June 30, 2018, and the changes 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.

## **Report on Summarized Comparative Information**

We have previously audited the EMDR Humanitarian Assistance Programs, Inc.'s 2017 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated May 18, 2018. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2017, is consistent, in all material respects, with the audited financial statements from which it has been derived.

*Budwitz & Meyerjack, P.C.*

Cheshire, Connecticut  
May 31, 2019

EMDR HUMANITARIAN ASSISTANCE PROGRAMS, INC.

STATEMENT OF FINANCIAL POSITION

FOR THE YEAR ENDED JUNE 30, 2018

(With Comparative Totals for 2017)

	<u>2018</u>	<u>2017</u>
<b>ASSETS:</b>		
Cash	\$ 6,013	\$ 32,543
Investments	77,832	52,634
Accounts receivable	66,766	110,205
Prepaid expenses	8,403	12,711
Net property and equipment	40,836	27,731
Restricted cash	383,763	204,708
Security deposits	1,426	1,426
Total Assets	<u>\$ 585,039</u>	<u>\$ 441,958</u>
<b>LIABILITIES:</b>		
Accounts payable and accrued expenses	\$ 219,822	\$ 58,796
Credit card payable	30,986	24,806
Deferred training revenue	116,333	94,267
Deferred grant revenue	5,982	25,581
Total Liabilities	<u>373,123</u>	<u>203,450</u>
<b>NET ASSETS:</b>		
Unrestricted	156,278	63,273
Temporarily restricted	<u>55,638</u>	<u>175,235</u>
Total Net Assets	<u>211,916</u>	<u>238,508</u>
Total Liabilities and Net Assets	<u>\$ 585,039</u>	<u>\$ 441,958</u>

The accompanying notes are an integral part  
of these financial statements.

EMDR HUMANITARIAN ASSISTANCE PROGRAMS, INC.

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2018  
(With Comparative Totals for 2017)

	Unrestricted	Temporarily Restricted	Permanently Restricted	2018 Totals	2017 Totals
Public Support, Revenue and Reclassifications					
Product sales	\$ 45,174	\$ -	\$ -	\$ 45,174	\$ 47,503
Program services	1,518,382	-	-	1,518,382	1,373,985
Program services-donated	4,026,135	-	-	4,026,135	3,803,330
Grant and contract income	19,599	-	-	19,599	13,195
Contribution income	48,450	41,490	-	89,940	120,283
Investment income	4,918	-	-	4,918	1,328
Realized gain on investments	6,883	-	-	6,883	1,016
Net assets released from restrictions:					
Restrictions satisfied by purpose	161,087	(161,087)	-	-	-
Total Support, Revenue and Reclassifications	<u>5,830,628</u>	<u>(119,597)</u>	<u>-</u>	<u>5,711,031</u>	<u>5,360,640</u>
Expenses and Losses					
Program costs	1,632,136	-	-	1,632,136	1,382,664
Program costs-donated	4,026,135	-	-	4,026,135	3,803,330
Management and general expenses	76,136	-	-	76,136	82,533
Total Expenses	<u>5,734,407</u>	<u>-</u>	<u>-</u>	<u>5,734,407</u>	<u>5,268,527</u>
Unrealized loss on investments	3,216	-	-	3,216	1,509
Total Expenses and Losses	<u>5,737,623</u>	<u>-</u>	<u>-</u>	<u>5,737,623</u>	<u>5,270,036</u>
INCREASE (DECREASE) IN NET ASSETS	93,005	(119,597)	-	(26,592)	90,604
NET ASSETS, beginning of year	63,273	175,235	-	238,508	147,904
NET ASSETS, end of year	<u>\$ 156,278</u>	<u>\$ 55,638</u>	<u>\$ -</u>	<u>\$ 211,916</u>	<u>\$ 238,508</u>

The accompanying notes are an integral part of these financial statements.

EMDR HUMANITARIAN ASSISTANCE PROGRAMS, INC.

STATEMENT OF FUNCTIONAL EXPENSES

FOR THE YEAR ENDED JUNE 30, 2018

(With Comparative Totals for 2017)

	PROGRAMS					
	Store	TPN/Special	Training	Client Programs	Management & General	2017 Total
Program and Supporting Services Expenses:						
Salaries	\$ -	\$ 89,178	\$ 343,388	\$ -	\$ 17,201	\$ 449,767
Payroll taxes and employee benefits	-	6,822	42,461	-	1,316	50,599
Travel and conference expense	-	-	24,243	-	2,687	26,930
Donation and grant expenses	1,688	-	30	660	-	2,378
Faculty training	-	-	70,221	-	-	70,221
Training expenses - domestic and international	-	-	484,914	-	577	485,491
Training expenses - donated	-	-	3,745,935	-	-	3,745,935
Outreach/Volunteer Expenses	-	-	14,958	3,156	36,400	54,514
Insurance	-	-	7,671	-	1,054	8,725
Postage and delivery	295	-	2,962	-	-	3,257
Professional fees	314	24,297	56,467	-	-	81,078
Marketing and development	164	-	76,335	-	846	77,345
Business Consulting	-	-	34,930	-	8,300	43,230
Rent	-	-	18,672	-	-	18,672
Rent - donated	-	-	280,200	-	-	280,200
Store and product cost	15,263	-	4,649	-	43	19,955
Utilities and telecommunications	-	-	12,422	-	75	12,497
Office expenses	1,715	-	34,133	225	7,168	43,241
Bank, merchant, and investment fees	1,106	-	26,394	779	469	28,748
Donor restriction - client needs	-	10,934	150,153	-	-	161,087
Client needs and program expenses	-	-	63,750	-	-	63,750
Bad Debt	-	-	-	-	-	-
Depreciation	-	-	6,787	-	-	6,787
<b>Total Program and Supporting Services Expenses</b>	<b>\$ 20,545</b>	<b>\$ 131,231</b>	<b>\$ 5,501,675</b>	<b>\$ 4,820</b>	<b>\$ 76,136</b>	<b>\$ 5,734,407</b>
						<b>\$ 5,268,527</b>

The accompanying notes are an integral part of these financial statements.

EMDR HUMANITARIAN ASSISTANCE PROGRAMS, INC.

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED JUNE 30, 2018

(With Comparative Totals for 2017)

	<u>2018</u>	<u>2017</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>		
Increase (decrease) in net assets	\$ (26,592)	\$ 90,604
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation	6,787	3,395
Allowance for doubtful accounts	-	6,320
Realized (gain) loss on investments	(6,883)	(1,016)
Unrealized (gain) loss on investments	3,216	1,509
Changes in Operating Assets and Liabilities		
(Increase) decrease in accounts receivable	43,439	(84,395)
(Increase) decrease in prepaid expenses	4,308	(6,902)
(Increase) decrease in cash restricted for grant purposes	(179,055)	74,696
Increase (decrease) in accounts payable and accrued expenses	161,026	(11,762)
Increase (decrease) in credit card payable	6,180	6,356
Increase (decrease) in deferred training revenue	22,066	(54,435)
Increase (decrease) in deferred grant revenue	(19,599)	(20,066)
Net Cash Used in Operating Activities	<u>14,893</u>	<u>4,304</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>		
Purchase of investments	(82,694)	(1,012,470)
Proceeds from sale of investment	61,163	1,018,303
Purchase of property, plant and equipment	(19,892)	(20,968)
Net Cash Used by Investing Activities	<u>(41,423)</u>	<u>(15,135)</u>
<b>NET INCREASE (DECREASE) IN CASH</b>	(26,530)	(10,831)
CASH, beginning of year	<u>32,543</u>	<u>43,374</u>
CASH, end of year	<u>\$ 6,013</u>	<u>\$ 32,543</u>

The accompanying notes are an integral part  
of these financial statements.



EMDR HUMANITARIAN ASSISTANCE PROGRAMS, INC.

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2018

1. NATURE OF OPERATIONS AND SIGNIFICANT ACCOUNTING POLICIES

Nature of the Organization:

EMDR Humanitarian Assistance Programs, Inc. (the Organization) is a non-profit Organization, incorporated within the State of California. The Organization's tax-exempt status has been certified by the internal Revenue Service under Section 501(c)(3) of the Internal Revenue Code. The primary objectives and purposes of the Organization shall be to extend access to mental health services for underserved populations anywhere in the world through public and professional education, humanitarian services, and supportive research, with emphasis on building the capacity of local care givers to provide effective care for psychological trauma. The Organization's fiscal year begins on July 1 and ends on June 30. A summary of the Organization's accounting policies that affect the significant elements of the financial statements are stated below.

Basis of Presentation and Accounting Method:

The Organization follows the recommendations of the Financial Accounting Standards Board for Financial Statements of Not-for-Profit Organizations. Under those provisions, the Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

The financial statements of EMDR Humanitarian Assistance Programs, Inc. have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables and other liabilities.

Use of Estimates:

The preparation of financial statements in conformity with generally accepted accounting principles 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. Further, the use of estimates also affects the levels of revenues and expenses recorded throughout the reporting period. Actual results could differ from those estimates.

Promises to Give:

Unconditional promises to give are recognized as revenues or gains in the period received and as assets, decreases of liabilities, or expenses depending on the form of the benefits received. Conditional promises to give are recognized when the conditions on which they depend are substantially met.

EMDR HUMANITARIAN ASSISTANCE PROGRAMS, INC.

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2018

Restricted and Unrestricted Revenue and Support:

Contributions received are recorded as unrestricted, temporarily restricted or permanently restricted support, depending on the existence and/or nature of any donor restrictions.

Support that is restricted by the donor is reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the support is recognized. All other donor restricted support is reported as an increase in temporarily or permanently restricted net assets, depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or the purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the Statement of Activities as net assets released from restrictions.

Contributions are considered to be available for unrestricted use unless specifically restricted by the donor.

Statement of Cash Flows:

The Organization considers demand deposits, certificates of deposit and all highly liquid investments with a maturity of three months or less to be cash equivalents.

Accounts Receivable:

Accounts receivable are stated at the amount management expects to collect from outstanding balances. Management provides 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 accounts. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to accounts receivable. No allowance for doubtful amount has been provided for June 30, 2018 as management has evaluated all amounts and believes they are all collectible.

Property, Plant and Equipment:

Buildings, improvements and equipment are carried at the cost of acquisition. The Organization follows the practice of capitalizing all expenditures for property and equipment equal to or in excess of \$1,000. The Organization uses the straight-line method of depreciation in all cases, allocating the cost of acquisition of property and equipment evenly over their expected useful lives. The depreciated cost of all property and equipment represents that portion of the original cost not yet allocated as charge against operations and does not purport to be realizable value or a replacement cost. Upon retirement or disposal, gain or loss, if any, is reflected in earnings for the period.

EMDR HUMANITARIAN ASSISTANCE PROGRAMS, INC.

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2018

The estimated useful lives are as follows:

Computers	5 years
Website costs	3 years
Furniture and fixtures	5-7 years

Property and equipment consist of the following at June 30, 2017:

Computer equipment	\$ 36,275
Website costs	53,306
Furniture and fixtures	<u>60,465</u>
Total Costs	150,046
Less accumulated depreciation	<u>(109,210)</u>
Net property and equipment	<u>\$ 40,836</u>

Comparative Financial Information:

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 the Organization's financial statements for the year ended June 30, 2017, from which the summarized information is derived.

Reclassifications:

Certain reclassifications have been made to the financial statements to conform to the June 30, 2017 presentation. These reclassifications have no material effect on the financial statements.

Restricted Cash:

Restricted cash is from the McCormick Foundation grant and other funding sources. The McCormick grant stipulates that the grant money can only be used for the purpose of the grant. The amounts for the purpose of the grant and other amounts were merged into one bank account. The total of these amounts was \$119,484. Additionally, other amounts held in separate bank accounts based on donor restriction amounted to \$264,279. The total balance in these restricted accounts as of June 30, 2018 was \$383,763.

EMDR HUMANITARIAN ASSISTANCE PROGRAMS, INC.

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2018

Corporate Income Taxes:

The Internal Revenue Service has ruled that under Section 501 (c) (3) of the Internal Revenue Code, the Organization qualifies as an Organization exempt from income tax under the present Federal income tax laws. Further, the Internal Revenue Service has ruled that the Organization is not a private foundation in accordance with Section 170 (b) (1) (a) (iv) of the Internal Revenue Code. The Organization is additionally exempt from State income taxation by virtue of its Federal exemption.

The Organization believes that it has appropriate support for any tax positions taken, and as such, does not have any uncertain tax positions that are material to the financial statements. The Organization's Return of Organizations Exempt From Income Tax (Form 990) for the years ended June 30, 2016, 2017 and 2018 are subject to examination by the IRS, generally for three years after they were filed.

Allocation Expenses:

The costs of providing the various programs and other supporting activities of the Organization have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited. Expenses that were clearly identifiable as being for a specific function were allocated to that function. All other expenses were allocated based on management's estimation of time spent on a particular function or asset usage. Various allocation methods may change from year to year based upon management's review of internal processes.

Gains and Losses:

The realized gain or loss on the sale of investments is the difference between the proceeds received and the average cost of the investment sold. Unrealized appreciation or depreciation in the aggregate fair value of investments represents the change in the difference between the fair value and cost of investments.

Deferred Training Revenue:

Deferred revenue represents program income from training services invoiced in the period prior to the fiscal year in which such training services are provided.

Deferred Grant Revenue:

The Organization recognizes grant funds as revenue to the extent the funds are expended. Grant funds received and not currently expended by the Organization are reflected as deferred revenue until such funds are expended.

EMDR HUMANITARIAN ASSISTANCE PROGRAMS, INC.

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2018

2. OPERATING LEASE

As of November 1, 2014, the Organization entered into a three year lease for office space that expired October 2017 at a cost of \$17,894 per year. The Organization amended the lease agreement on November 1, 2016 to extend through October 2018 at a cost of \$18,672 per year. Total rent expense for the year ended June 30, 2018 was \$18,672.

The following is a schedule by year of future minimum lease payments required under the lease as of June 30, 2018:

Year Ending June 30,	
2019	<u>\$ 6,224</u>
	<u>\$ 6,224</u>

3. DEFERRED GRANTS AND TRAINING REVENUE

The Organization received a \$250,000 grant in November 2008 from the McCormick Foundation's "Welcome Back Veterans" initiative. The grant money is to be used to train service providers to treat veterans with post-traumatic stress. The grant money and any interest earned on it can only be used for the purposes of this grant. As such, the grant money is segregated in a separate account. Of this amount, \$3,888 was unexpended and shown as deferred grant revenue as of June 30, 2018.

In May 2012 the Organization was awarded an \$8,000 grant from the Kent Richard Hoffman Foundation, Inc. The grant is to be used to support mental health training. The Organization received \$4,000 of that grant prior to June 30, 2014. Of this amount, \$2,094 is unexpended and shown as deferred grant revenue as of June 30, 2018.

Total deferred grants amounted to \$5,982 as of June 30, 2018.

Total deferred training revenue for the year ended June 30, 2018 was \$116,333.

4. DONATED SERVICES

A substantial number of volunteers have donated significant amounts of time in the area of clinical training and trauma education in international disaster settings and in community mental health agencies across the U.S. If these hours were valued at commercial rates, the Organization would have received approximately \$3,745,935 of training time for domestic, military and international clinician training during the year ended June 30, 2018.

EMDR HUMANITARIAN ASSISTANCE PROGRAMS, INC.

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2018

The Organization uses facilities of its sponsors for training events for which the Organization does not pay rent. The estimated fair value of the rent during the year ended June 30, 2018 was \$280,200, and has been included in program services and program expenses in the statements of activities and net assets.

5. INVESTMENTS

The Organization carries investments in marketable securities with readily determinable fair values and all investments in debt securities at their fair values in the statement of financial position. Unrealized gains and losses are included in the change in net assets in the accompanying statement of activities.

Investments are stated at fair value and consist primarily of equity securities and mutual funds.

	<u>June 30, 2018</u>		
	<u>Cost</u>	<u>Fair Value</u>	<u>Unrealized Appreciation (Depreciation)</u>
Mutual funds	<u>\$ 82,694</u>	<u>\$ 77,832</u>	<u>\$ (4,862)</u>
	<u>\$ 82,694</u>	<u>\$ 77,832</u>	<u>\$ (4,862)</u>

Investment return is summarized as follows:

	<u>2018</u>
Investment income	\$ 4,918
Net realized and unrealized loss	<u>3,667</u>
Total Net Unrestricted Investment Loss	<u>\$ 8,585</u>

6. CONCENTRATIONS OF CREDIT RISK

The Organization maintains a substantial portion of its cash with one financial institution. At June 30, 2018, and at other times of the year, amounts of cash and cash equivalents maintained on deposit may be in excess of Federal Deposit Insurance Corporation (FDIC) limits. As of June 30, 2018, there was \$193,835 in excess of insured limits.

EMDR HUMANITARIAN ASSISTANCE PROGRAMS, INC.

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2018

7. FAIR VALUE MEASUREMENTS

Accounting Standards Codification (“ASC”) Topic 820, “Fair Value Measurements and Disclosures” (“ASC 820”), establishes a framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurements) and the lowest priority to unobservable inputs (level 3 measurements). The three levels of fair value hierarchy under ASC 820 are described below:

- Level 1 Unadjusted quoted prices in active markets that are accessible at the measurement date identical, unrestricted assets or liabilities;
- Level 2 Quoted prices in market that are not considered to be active or financial instruments for which all significant inputs are observable, either directly or indirectly;
- Level 3 Prices or valuations that require inputs that are both significant to the fair value measurement and observable.

The asset’s and liability’s fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodology used for assets measured at fair value.

Mutual funds – These funds are valued at the closing price reported in the active market in which the securities are traded.

The method described above may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while the Organization believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

<u>Description</u>	<u>6/30/18</u>	<u>In Active Markets For Identical Assets (Level 1)</u>	<u>Other Observable Inputs (Level 2)</u>	<u>Significant Unobservable Inputs (Level 3)</u>
Mutual funds	\$ 77,832	\$ 77,832	\$ -	\$ -
	<u>\$ 77,832</u>	<u>\$ 77,832</u>	<u>\$ -</u>	<u>\$ -</u>

EMDR HUMANITARIAN ASSISTANCE PROGRAMS, INC.

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2018

Gains and losses (realized and unrealized) are reported in the statement of activities for the year ended June 30, 2018.

8. NET ASSET CLASSIFICATIONS

Temporarily Restricted Net Assets:

Temporarily restricted net assets as of June 30, 2018 totaled \$ 55,638 and the purposes and amounts are as follows:

Client needs	<u>\$ 55,638</u>
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Net Assets Released From Restrictions:

Net assets were released from restrictions by incurring expenses satisfying the restricted purposes or by the occurrence of other events specified by donors. Net assets released from restrictions are as follows:

	<u>2018</u>
Client needs	<u>\$ 161,087</u>
	<u>\$ 161,087</u>

9. SUBSEQUENT EVENTS

Management has evaluated subsequent events through May 31, 2019, the date the financial statements were available to be issued, and has determined that, there are no matters requiring disclosure in; or adjustment to these financial statements.