Financial Statements and Supplementary Information

For the Years Ended December 31, 2016 and 2015

1825 Jefferson Place, NW Washington, DC 20036

Table of Contents

Independent Auditor's Report	1
Financial Statements:	
Statements of Financial Position	2
Statements of Activities	3-4
Statements of Cash Flows	5
Notes to Financial Statements	6-14
Supplementary Information:	
Independent Auditor's Report on Supplementary Information	16
Schedule of Functional Expenses	17-18
Schedules of Revenue and Expenses - Understanding Refugees and Child Rights	19



Independent Auditor's Report

To the Board of Directors International Campaign for Tibet Washington, DC

We have audited the accompanying financial statements of International Campaign for Tibet (ICT) (a nonprofit organization), which comprise the statements of financial position as of December 31, 2016 and 2015, 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. 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 ICT'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 ICT'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 International Campaign for Tibet as of December 31, 2016 and 2015, 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.

SNYDER COHN. PC North Bethesda, Maryland

Snyda Cohn, PC

July 10, 2017



Statements of Financial Position

December 31	2016	2015
Assets		
Current assets:		
Cash and cash equivalents	\$ 1,273,894	\$ 1,124,987
Accounts receivable	14,768	11,836
Contributions receivable	28,226	150,015
Prepaid expenses	53,251	29,282
Total current assets	1,370,139	1,316,120
Property and equipment, net	2,474,003	2,534,112
Other assets:		
Investments	25,006	10,914
Deposits	360	360
Deferred financing costs, net	1,405	1,639
Total other assets	26,771	12,913
Total assets	\$ 3,870,913	\$ 3,863,145
Liabilities and net assets		
Current liabilities:		
Accounts payable and accrued expenses	\$ 113,089	\$ 109,458
Note payable, current portion	26,667	25,585
Total current liabilities	139,756	135,043
Other liabilities:		
Note payable, net of current portion	146,477	175,064
Total liabilities	286,233	310,107
Commitments		
Net assets:		
Unrestricted net assts	3,538,311	3,494,186
Temporarily restricted net assets	46,369	58,852
Total net assets	3,584,680	3,553,038
Total liabilities and net assets	\$ 3,870,913	\$ 3,863,145

Statement of Activities

For the year ended December 31, 2016					
			Te	mporarily	
	U	nrestricted		estricted	Total
	_				
Support and revenue:					
Contributions	\$	3,308,760	\$	45,952	\$ 3,354,712
Grants		14,000		109,620	123,620
Investment income		571		-	571
Other income		22,711		-	22,711
Merchandise sales		25,552		-	25,552
Net assets released		160 055		(169 OEE)	
from restrictions		168,055		(168,055) (12,483)	 3,527,166
Total support and revenue		3,539,649		(12,403)	 3,327,100
Expenses:					
Program services:					
Tibetan empowerment		124,136		-	124,136
Human rights		277,785		-	277,785
Understanding refugee and					
child rights		255,351		-	255,351
Education and awareness		933,503		-	933,503
International operations		47,904		-	47,904
Campaigns		144,530		-	144,530
Government relations		306,049		-	306,049
Media and reporting		533,081		-	533,081
Chinese outreach		138,266		-	138,266
Total program services		2,760,605		-	 2,760,605
O strandard					
Supporting services:		622,565			622,565
Fundraising General and administrative		112,354		_	112,354
Total supporting services	-	734,919			 734,919
rotal supporting services		734,919			 704,010
Total expenses		3,495,524		-	 3,495,524
Change in net assets		44,125		(12,483)	31,642
Net assets - beginning		3,494,186		58,852	 3,553,038
Net assets - ending	\$	3,538,311	\$	46,369	\$ 3,584,680

Statement of Activities

For the year ended December 31, 2	015		
	Unrestricted	Temporarily Restricted	Total
Support and revenue:			
Contributions	\$ 2,923,905	\$ 51,925	\$ 2,975,830
Grants	27,000	336,328	363,328
Investment income	9,046	-	9,046
Other income	23,478	-	23,478
Merchandise sales	16,602	-	16,602
Net assets released			
from restrictions	374,509	(374,509)	-
Total support and revenue	3,374,540	13,744	3,388,284
Expenses:			
Program services:	64 592		64,583
Tibetan empowerment	64,583 249,581	-	249,581
Human rights Understanding refugee and	249,561	•	249,301
child rights	234,930	_	234,930
Education and awareness	766,584	_	766,584
International operations	26,812	_	26,812
Campaigns	221,947	_	221,947
Government relations	314,397	_	314,397
Media and reporting	524,385	-	524,385
Chinese outreach	213,305	_	213,305
Total program services	2,616,524	-	2,616,524
· · ·			
Supporting services:	707 200		707 200
Fundraising General and administrative	727,328	-	727,328
	<u>146,344</u> 873,672	-	146,344 873,672
Total supporting services	0/3,0/2		073,072
Total expenses	3,490,196		3,490,196
Change in net assets	(115,656)	13,744	(101,912)
Net assets - beginning	3,609,842	45,108	3,654,950
Net assets - ending	\$ 3,494,186	\$ 58,852	\$ 3,553,038

Statements of Cash Flows

For the years ended December 31	 2016	2015				
Cash flows from operating activities:						
Change in net assets	\$ 31,642	\$	(101,912)			
Adjustments to reconcile change in net assets to net						
cash provided by operating activities:						
Depreciation and amortization	69,387		68,257			
Net gain on investments	(291)		(7,339)			
Donated investments	(27,893)		(6,601)			
Change in:						
Accounts receivable	(2,932)		(2,085)			
Contributions receivable	121,789		(150,015)			
Grant receivable	-		351,009			
Prepaid expenses	(23,969)		(3,757)			
Accounts payable and accrued expenses	3,631		(62,049)			
Deferred revenue	-		(8,000)			
Net cash provided by operating activities	 171,364		77,508			
Cash flows from investing activities:						
Purchase of investments	_		(803)			
Proceeds from sale of investments	14,092		214,927			
Purchase of property and equipment	(9,044)		(2,374)			
Net cash provided by investing activities	 5,048		211,750			
Cash flows from financing activities:						
Payments made on notes payable	 (27,505)		(24,284)			
Net increase in cash and cash equivalents	148,907		264,974			
Cash and cash equivalents - beginning	1,124,987		860,013			
odon and odon equivalence beginning	 1,121,001					
Cash and cash equivalents - ending	\$ 1,273,894	\$	1,124,987			
	·					
Supplemental disclosure of cash flow information:						
Cash paid during the year for:						
Interest	\$ 8,000	\$	9,069			

Notes to Financial Statements

December 31, 2016 and 2015

Note 1: Summary of significant accounting policies:

International Campaign for Tibet (ICT) is a 501(c)(3) tax exempt, nonprofit organization based in Washington, DC. Formed in 1988, the organization works to promote human rights and democratic freedoms for the people of Tibet. ICT's major sources of revenue are from contributions, grants, and events.

<u>Basis of accounting</u> - The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with generally accepted accounting principles. Accordingly, revenue is recognized when earned and expenses when the obligation is incurred.

<u>Estimates</u> - The preparation of financial statements in conformity with accounting principles generally accepted in the United States requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities, if any, 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.

<u>Cash and cash equivalents</u> - Cash and cash equivalents consist of short-term, highly liquid investments with maturities of three months or less at the date of their acquisition.

Accounts receivable - Accounts receivable are stated at their net realizable value. ICT records receivables net of an allowance for doubtful accounts when necessary. The allowance is determined based on review of the estimated collectability of the specific accounts, plus a general provision based on historical loss experience and existing economic conditions. Uncollectible amounts are charged off against the allowance for doubtful accounts once management determines an account, or a portion thereof, to be worthless. Management considers all receivables to be fully collectible; therefore, no allowance for doubtful accounts has been established.

<u>Contributions receivable</u> - Contributions receivable consist of unconditional promises to give that are expected to be collected within one year and are recorded at their net realizable value. Conditional promises to give are not included as support until the conditions are substantially met. Management considers all promises to give to be fully collectible; therefore, no allowance for doubtful accounts has been established.

<u>Grant receivable</u> - Grant receivable consists of an amount due from a not-for-profit organization resulting from allowable expenditures incurred that have not been recovered from the not-for-profit organization as of the end of the fiscal year.

Notes to Financial Statements

December 31, 2016 and 2015

Note 1: Summary of significant accounting policies: (continued)

<u>Property and equipment</u> - Property and equipment is stated at cost. Contributed property and equipment are recorded at fair value at the date of donation. Depreciation is calculated using the straight-line method over the estimated useful lives of the related assets ranging from 3 to 10 years, and an estimated 40 years for the building. Long-lived assets to be held and used are reviewed for impairment whenever events or changes in circumstances indicate that the related carrying amount may not be recoverable. When required, impairment losses on assets to be held and used are recognized based on the excess of the asset's carrying amount and fair value of the asset. Long-lived assets to be disposed of are reported at the lower of carrying amount or fair value less cost to sell. ICT capitalizes all additions to property and equipment over \$500.

<u>Deferred financing costs</u> - Deferred financing costs consist of fees and expenses incurred related to the mortgage loan and are being amortized using the straight-line method over the life of the mortgage loan.

<u>Investments</u> - Investments consist of equity securities and are presented in the financial statements at market prices with changes in the fair value reflected in revenue annually. Interest, dividends, and realized gains and losses are recorded as revenue when earned. ICT uses appropriate valuation techniques based on the available inputs to measure the fair value of its investments. When available, ICT measures fair value using Level 1 inputs because they generally provide the most reliable evidence of fair value. There have been no changes in the valuation methodologies used during the current year. All assets are considered Level 1 and have been valued using a market approach.

Fair value measurements - The FASB Accounting Standards Codification (ASC) 820, Fair Value Measurements and Disclosures, provides the 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 the fair value hierarchy under FASB ASC 820 are described as follows:

Level 1 - inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the plan has the ability to access.

Notes to Financial Statements

December 31, 2016 and 2015

Note 1: Summary of significant accounting policies: (continued)

Fair value measurements - (continued)

Level 2 - inputs to the valuation methodology include:

- quoted prices for similar assets or liabilities in active markets;
- quoted prices for identical or similar assets or liabilities in inactive markets;
- inputs other than quoted prices that are observable for the asset or liability;
- inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the level 2 input must be observable for substantially the full term of the asset or liability.

Level 3 - inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset or 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.

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

<u>Contributions</u> - Contributions received are recorded as unrestricted, temporarily restricted or permanently restricted support depending on the existence and/or nature of any donor restrictions. 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, temporarily restricted net assets are reclassified to unrestricted net assets. Donated assets are recognized as contribution revenue at their fair market value on the date of donation. There are no permanently restricted net assets at December 31, 2016 and 2015.

Notes to Financial Statements

December 31, 2016 and 2015

Note 1: Summary of significant accounting policies: (continued)

<u>Net assets</u> - In the accompanying financial statements, net assets and revenue have been classified based on the existence or absence of donor-imposed restrictions. The classes of net assets are as follows:

<u>Unrestricted net assets</u> - Net assets that are not subject to donor-imposed stipulations.

<u>Temporarily restricted net assets</u> - Represents net assets that are subject to donor-imposed purpose or time restrictions.

<u>Functional allocation of expenses</u> - The costs of providing various programs and other activities have been summarized on a functional basis in the statements of activities. Accordingly, certain supporting general and administrative costs have been allocated according to the amount the programs and supporting services benefited. The following program services are included in the accompanying financial statements:

Tibetan Empowerment - Programs are designed to help educate and train members of the Tibetan community in leadership, advocacy, communications, and diplomacy and includes the Rowell Fund for Tibet.

Human Rights - Includes campaigns for release of Tibetan political prisoners, for the promotion of human rights in Tibet, and for religious freedom.

Understanding Refugee and Child Rights - Programs that support ICT's mission statement including promoting self-determination for the Tibetan people.

Education and Awareness - A wide range of activities and initiatives that build greater public awareness about issues in Tibet, including the Light of Truth Award, and rehabilitation of freed political prisoners.

International Operations - Support for ICT's international offices, staff and consultants in Amsterdam, Berlin, London and India.

Campaigns - Campaigns and programs relating to the protection of the Tibetan plateau ecosystem, including opposing unchecked Chinese migration and wanton extraction of natural resources.

Notes to Financial Statements

December 31, 2016 and 2015

Note 1: Summary of significant accounting policies: (continued)

Functional allocation of expenses - (continued)

Government Relations - Work relating to programs that involve national, state, and regional governments, the U.S. Congress and Administration, European nations, and the European Union and the United Nations.

Media and Reporting - Principal communication activities include the newsletter (*Tibet Press Watch*), the website (www.savetibet.org), information updates (*Reports from Inside Tibet*) and outreach to media.

Chinese Outreach - Creating an understanding of Tibetan issues through increased communication with various segments of the Chinese community.

Accounting for uncertainty in income taxes - ICT accounts for the effect of any uncertain tax positions based on a "more likely than not" threshold to the recognition of the tax positions being sustained based on the technical merits of the position under scrutiny by the applicable taxing authority. If a tax position or positions are deemed to result in uncertainties of those positions, the unrecognized tax effect is estimated based on a "cumulative probability assessment" that aggregates the estimated tax liability for uncertain tax positions. Interest and penalties, if any, are accrued as a component of general and administrative expenses when assessed. ICT is a not-for-profit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code and classified by the Internal Revenue Service as other than a private foundation. Similar to other tax-exempt organizations, ICT is subject to tax on unrelated business income. Tax years prior to 2013 are no longer subject to examination by the IRS or the tax jurisdiction of the District of Columbia.

During the years ended December 31, 2016 and 2015, ICT did not have net taxable income from unrelated business activities; therefore, there is no provision in these financial statements for income taxes or interest and penalties related to unrecognized tax benefits.

Notes to Financial Statements

December 31, 2016 and 2015

Note 2: Property and equipment:

Property and equipment consisted of the following at December 31:

	2016	2015
Land	\$ 620,568	\$ 620,568
Building	2,573,400	2,573,400
Furniture and equipment	359,983	388,142
• •	3,553,951	3,582,110
Less: accumulated depreciation	(1,079,948)	(1,047,998)
Property and equipment, net	\$ 2,474,003	\$ 2,534,112

Depreciation expense for the years ended December 31, 2016 and 2015 was \$69,153 and \$68,023, respectively.

Note 3: Investments:

Investments consisted of equity securities in the amount of \$25,006 and \$10,914 at December 31, 2016 and 2015, respectively.

Investment income was as follows:

	 2016	 2015
Interest and dividends Realized loss Unrealized gain	\$ 280 (368) 659	\$ 1,707 (2,331) 9,670
	\$ 571	\$ 9,046

Note 4: Temporarily restricted net assets:

Temporarily restricted net assets amounted to \$46,369 and \$58,852 at December 31, 2016 and 2015, respectively. The temporarily restricted net assets were available for grants to Tibetan photographers, filmmakers and writers, and for Tibetan earthquake relief.

Notes to Financial Statements

December 31, 2016 and 2015

Note 5: Note payable:

ICT has a mortgage note payable to a bank in the original amount of \$300,000, which was refinanced in December 2012. The note bears a fixed rate of 4.15% and requires monthly payments of \$2,779 through November 2022, the due date of the note. Any additional payments of principal are subject to a prepayment penalty. The note is secured by ICT's land, building, and furniture and equipment.

Future minimum principal payments over the next five years and thereafter are as follows:

2017	\$ 26,667
2018	27,795
2019	28,970
2020	30,196
2021	31,473
Thereafter	 28,043
	\$ 173,144

Interest expense amounted to \$8,000 and \$9,069 for the years ended December 31, 2016 and 2015, respectively.

ICT has a line of credit providing for a maximum borrowing of \$200,000. The line of credit bears a variable rate of the Bank's Prime Rate, which cannot decrease below 4.25% or exceed 30%, and had an initial maturity date of November 24, 2014. The line of credit was renewed for an additional two years and then an additional year with a new maturity date of November 24, 2017 and is secured by ICT's receivables and fixed assets. There were no borrowings on the line of credit during 2016 and 2015 and the amount outstanding was \$-0- at December 31, 2016 and 2015.

Notes to Financial Statements

December 31, 2016 and 2015

Note 6: Allocation of joint costs:

For the years ended December 31, 2016 and 2015, ICT incurred joint costs of \$1,113,013 and \$1,089,259, respectively, for informational materials and activities that included telemarketing and direct mail fundraising appeals that were allocated as of December 31 as follows:

	2016	2015
Tibetan empowerment Human rights Education and awareness International operations Campaigns Government relations Media and reporting Chinese outreach Fundraising	\$ 7,899 213,961 364,806 10,357 104,449 74,294 58,281 59 278,907	\$ 3,509 204,107 313,309 13,420 144,278 51,017 26,716 21,054 311,849
	\$ 1,113,013	\$ 1,089,259

Note 7: Employee retirement plan:

In October 1999, ICT established a 403(b) salary reduction agreement for all full-time employees meeting minimum service requirements. Contributions to the plan are made through voluntary salary reductions. ICT may make a matching contribution equal to 100% of the voluntary salary reduction, up to 5% of the employee's base salary. ICT's contributions to the plan for the years ended December 31, 2016 and 2015 were \$41,064 and \$26,302, respectively.

Note 8: Operating leases:

ICT leases equipment and storage space under various operating leases. There are no future minimum rental payments relating to these leases. Rental expense amounted to \$18,209 and \$15,590 for 2016 and 2015, respectively.

Notes to Financial Statements

December 31, 2016 and 2015

Note 9: Concentrations:

ICT maintains cash and cash equivalents with commercial banks and a securities broker-dealer. Balances on deposit are insured by the Federal Deposit Insurance Corporation (FDIC) and the Securities Investor Protection Corporation (SIPC) up to specified limits. At various times throughout 2016 and 2015, cash balances at these institutions exceeded the federally insured limits. ICT has not experienced any losses with respect to its cash balances.

At December 31, 2016 and 2015, two entities made up 42% and 54% of the total accounts receivable balance, respectively. At December 31, 2016, two contributors made up 60% of the total contributions receivable balance. At December 31, 2015, one contributor made up 100% of the total contributions receivable balance. No donors exceeded 10% of total contributions in 2016 or 2015.

Note 10: Deferred financing costs:

During the mortgage loan refinance process, ICT incurred \$2,342 of deferred financing costs which began being amortized in 2013. Accumulated amortization on these deferred financing costs was \$937 and \$703 as of December 31, 2016 and 2015, respectively. Amortization expense for each of the next five years is expected to be \$234.

Note 11: Related party transaction:

ICT contracted the production of a series of short monographs and documentaries with a company that is owned by the spouse of ICT's President. The selection of this company was approved by the Board of Directors. The related expense for the years ended December 31, 2016 and 2015 amounted to \$8,896 and \$46,074, respectively.

Note 12: Subsequent events:

Subsequent events have been evaluated through July 10, 2017, which is the date the financial statements were available to be issued.

SUPPLEMENTARY INFORMATION



Independent Auditor's Report on Supplementary Information

To the Board of Directors International Campaign for Tibet Washington, DC

We have audited the financial statements of International Campaign for Tibet as of and for the years ended December 31, 2016 and 2015, and have issued our report thereon dated July 10, 2017, which contained an unmodified opinion on those financial statements. Our audits were performed for the purpose of forming an opinion on the financial statements as a whole. The schedule of functional expenses for the year ended December 31, 2016 and schedules of revenue and expenses -Understanding Refugees and Child Rights for the years ended December 31, 2016 and 2015 are presented for the purposes of additional analysis and are 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.

SNYDER COHN, PC

North Bethesda, Maryland

Sayder Copn, PC

July 10, 2017

Schedule of Functional Expenses

For the year ended December 31, 2016

								Prog	ram Services	;					_				
					lerstanding														
		ibetan	Human	Refugee and		Education and		International				Government		Media and		Chinese		Total	
	Emp	owerment	 Rights	Cr	ild Rights	A	wareness	0	perations	Ca	ampaigns	<u>_</u>	Relations	R	eporting		utreach		Program
Salaries	\$	42.083	\$ 2,688	\$	139,437	\$	217,159	\$	22,388	\$	11,788	\$	119.434	\$	185.445	\$	37,913	\$	778,335
Professional services		13,555	85,871	·	50,568	•	203,511		3,801		43,737		61,979		147,474		35,230		645,726
Printing		4,329	114,430		2,689		199,553		113		56,348		37,369		30,854		587		446,272
Postage		2,964	54,415		1,538		94,101		410		27,505		18,347		18,740		2.733		220,753
Travel		35,106	889		18,511		58,402		606		682		2,254		19,049		9,240		144,739
Health care		6,066	1,010		9,669		28,600		1,931		972		16,022		29,155		13,752		107,177
Grants/Donations including earthquake relief			14,220		-		34,500		12,000		-		-				-		60,720
Payroll taxes		3,185	527		5,447		14,851		1,165		500		8,161		16,096		7,157		57,089
Depreciation and amortization		3,105	523		4,946		15,153		1,217		523		7,974		16,700		6,892		57,033
Building expenses		2,588	419		3,713		12,599		851		445		6,766		13,046		5,796		46,223
Office supplies		836	85		585		8,036		287		139		1,688		6,256		1,237		19,149
Consultants		-	-		-		-		-		-		-		-		-		-
Accounting and payroll		1,722	298		3,333		8,001		773		261		4,288		9,437		3,825		31,938
Retirement		1,868	310		3,142		8,841		716		301		4,759		9,748		4,171		33,856
Bank charges		1,745	330		2,531		9,371		714		320		4,747		10,377		3,856		33,991
Insurance		980	208		356		6,684		418		259		2,944		6,804		2,061		20,714
Telephone		587	109		2,033		3,006		246		103		1,561		5,940		2,129		15,714
State registration		-	-		-		-		-		-		-		-		-		-
Delivery		189	1,339		111		5,234		19		520		1,121		1,250		97		9,880
Dues and subscriptions		26	9		2,000		71		-		9		4,902		246		53		7,316
Equipment rental		349	50		756		1,703		131		63		847		1,916		761		6,576
Rent		2,853	55		556		1,613		118		55		886		2,018		776		8,930
Media/books		-	-		-		1,971		-		-		-		2,530		-		4,501
Special events			-		3,430		543		-		-		-			_	-		3,973
			 														· ·		
Total expenses	\$	124,136	\$ 277,785	\$	255,351	\$	933,503	\$	47,904	\$	144,530	\$	306,049	\$	533,081	\$	138,266	\$	2,760,605

Schedule of Functional Expenses (continued)

For the year ended December 31, 2016

		Support	Service	s																			
	 Total Program	ndraising relopment)		neral and ninistrative	Total Supporting Services		Supporting		Supporting		Supporting		Supporting		Supporting		Supporting		Supporting		2016 Total		 2015 Total
Salaries	\$ 778,335	\$ 121,750	\$	40,242	\$	161,992	\$	940,327	\$ 904,294														
Professional services	645,726	197,623		45,617		243,240		888,966	887,393														
Printing	446,272	129,266		208		129,474		575,746	544,858														
Postage	220,753	70,056		1,595		71,651		292,404	300,276														
Travel	144,739	10,710		2,005		12,715		157,454	138,552														
Health care	107,177	17,614		4,530		22,144		129,321	100,948														
Grants/Donations including earthquake relief	60,720	-		-		-		60,720	146,680														
Payroll taxes	57,089	9,582		2,382		11,964		69,053	65,156														
Depreciation and amortization	57,033	9,920		2,434		12,354		69,387	68,257														
Building expenses	46,223	7,869		2,281		10,150		56,373	83,436														
Office supplies	19,149	2,643		4,548		7,191		26,340	27,579														
Consultants	-	-		-		-		•	7,500														
Accounting and payroll	31,938	5,507		1,297		6,804		38,742	39,200														
Retirement	33,856	5,784		1,424		7,208		41,064	26,302														
Bank charges	33,991	9,414		1,535		10,949		44,940	31,110														
Insurance	20,714	4,153		1,036		5,189		25,903	20,668														
Telephone	15,714	2,573		477		3,050		18,764	25,945														
State registration	-	11,212		-		11,212		11,212	5,508														
Delivery	9,880	4,568		115		4,683		14,563	12,969														
Dues and subscriptions	7,316	160		61		221		7,537	1,827														
Equipment rental	6,576	1,137		281		1,418		7,994	7,211														
Rent	8,930	1,024		261		1,285		10,215	8,379														
Media/books	4,501	-		25		25		4,526	1,922														
Special events	 3,973	 				-		3,973	 34,226														
Total expenses	\$ 2,760,605	\$ 622,565	\$	112,354	\$	734,919	\$	3,495,524	\$ 3,490,196														

Schedules of Revenue and Expenses - Understanding Refugees and Child Rights

December 31	2016	2015			
Revenue:					
Grant	\$ 108,911	\$ 231,193			
Expenses:					
Salary - President	15,313	19,688			
Salary - Vice President for Special Programs	14,500	15,750			
Salary - Deputy Director for Special Programs	2,075	9,338			
Salary - Deputy Director for Chinese Outreach	30,000	25,157			
Salary - Research Analyst	19,800	25,625			
Salary - Associate Director for Chinese Engagement	5,000	2,214			
Benefits and related payroll expenses	3,685	4,477			
Professional services and consultants	3,575	44,711			
Travel	4,249	60,475			
Telephone	1,281	1,661			
Depreciation	1,023	1,706			
Occupancy	854	1,730			
Office supplies	198	1,043			
Accounting and payroll	585	1,158			
Bank charges	504	790			
Insurance	204	587			
Printing	77	297			
Equipment rental	127	184			
Dues and subscriptions	2,000	-			
Rent	117	166			
Postage	295	646			
Delivery	19	24			
Special events	3,430	13,766			
	108,911	231,193			
Excess of revenue over expenses	\$	\$ -			