

---

---

# URGENT ACTION FUND FOR WOMEN'S HUMAN RIGHTS

## FINANCIAL STATEMENTS

December 31, 2016 and 2015

---

---

**CROSBY & KANEDA**  
Certified Public Accountants

---

---

Dedicated to Nonprofit Organizations

# URGENT ACTION FUND FOR WOMEN'S HUMAN RIGHTS

## Contents

Independent Auditors' Report	1-2
Financial Statements:	
Statement of Financial Position	3
Statement of Activities	4
Statement of Cash Flows	5
Statement of Functional Expenses	6
Notes to the Financial Statements	7-11
Supplementary Information:	
Supplementary Report on the Schedule of Expenditures of the Count Me In! Consortium	12
Schedule of Expenditures of the Count Me In! Consortium	13

## **INDEPENDENT AUDITORS' REPORT**

Board of Directors  
Urgent Action Fund for Women's Human Rights  
Oakland, California

### **Report on the Financial Statements**

We have audited the accompanying financial statements of Urgent Action Fund for Women's Human Rights, which comprise the statement of financial position as of December 31, 2016 and 2015, and the related statements of activities, cash flows and functional expenses 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.

### **Auditors' 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 Urgent Action Fund for Women's Human Rights as of December 31, 2016 and 2015, and the results of its operations and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

A handwritten signature in black ink that reads "Crosby + Kaneda". The signature is written in a cursive, flowing style.

Certified Public Accountants

Oakland, California

March 27, 2017

**URGENT ACTION FUND FOR WOMEN'S HUMAN RIGHTS**

**Statement of Financial Position  
December 31, 2016 and 2015**

---

<b>Assets</b>	<u>2016</u>	<u>2015</u>
Current Assets		
Cash and cash equivalents	\$ 2,221,666	\$ 1,063,808
Grants and contributions receivable	919,679	1,320,579
Accounts receivables	16,971	12,949
Prepaid expenses	15,016	12,728
Total Current Assets	<u>3,173,332</u>	<u>2,410,064</u>
Property and equipment, net (Note 3)	6,708	10,489
Deposits	<u>7,145</u>	<u>2,421</u>
Total Assets	<u>\$ 3,187,185</u>	<u>\$ 2,422,974</u>
<b>Liabilities and Net Assets</b>		
Current Liabilities		
Accounts payable and accrued expenses	\$ 14,933	\$ 20,371
Accrued vacation	39,134	33,644
Grants payable	104,563	-
Total Liabilities	<u>158,630</u>	<u>54,015</u>
Contingencies (Note 4)		
Net Assets		
Unrestricted	643,270	821,281
Temporarily restricted (Note 5)	2,385,285	1,547,678
Total Net Assets	<u>3,028,555</u>	<u>2,368,959</u>
Total Liabilities and Net Assets	<u>\$ 3,187,185</u>	<u>\$ 2,422,974</u>

See Notes to the Financial Statements

**URGENT ACTION FUND FOR WOMEN'S HUMAN RIGHTS**

**Statement of Activities  
For the Years Ended December 31, 2016 and 2015**

	2016			2015		
	Unrestricted	Temporarily Restricted	Total	Unrestricted	Temporarily Restricted	Total
<b>Support and Revenue</b>						
Support						
Government grants	\$ 28,319	\$	\$ 28,319	\$ 504,176	\$	\$ 504,176
Foundation and corporate grants	122,874	2,487,944	2,610,818	108,339	1,983,911	2,092,250
Donations	230,413	586,874	817,287	426,759	98,082	524,841
In-kind contributions (Note 7)	60,000		60,000	60,000		60,000
Total Support	<u>441,606</u>	<u>3,074,818</u>	<u>3,516,424</u>	<u>1,099,274</u>	<u>2,081,993</u>	<u>3,181,267</u>
Revenue						
Interest	91		91	77		77
Other revenue	(16,063)		(16,063)	1,787		1,787
Total Revenue	<u>(15,972)</u>	<u>-</u>	<u>(15,972)</u>	<u>1,864</u>	<u>-</u>	<u>1,864</u>
Net assets released from donor restrictions (Note 5)	2,237,211	(2,237,211)	-	1,076,561	(1,076,561)	-
Total Support and Revenue	<u>2,662,845</u>	<u>837,607</u>	<u>3,500,452</u>	<u>2,177,699</u>	<u>1,005,432</u>	<u>3,183,131</u>
<b>Expenses</b>						
Program	2,309,398		2,309,398	1,832,331		1,832,331
Management and general	252,769		252,769	201,360		201,360
Fundraising	278,689		278,689	208,112		208,112
Total expenses	<u>2,840,856</u>	<u>-</u>	<u>2,840,856</u>	<u>2,241,803</u>	<u>-</u>	<u>2,241,803</u>
Change in net assets	(178,011)	837,607	659,596	(64,104)	1,005,432	941,328
Net Assets, beginning of year	821,281	1,547,678	2,368,959	885,385	542,246	1,427,631
Net assets, end of year	<u>\$ 643,270</u>	<u>\$ 2,385,285</u>	<u>\$ 3,028,555</u>	<u>\$ 821,281</u>	<u>\$ 1,547,678</u>	<u>\$ 2,368,959</u>

See Notes to the Financial Statements

**URGENT ACTION FUND FOR WOMEN'S HUMAN RIGHTS**

**Statement of Cash Flows**  
**For the Years Ended December 31, 2016 and 2015**

	<u>2016</u>	<u>2015</u>
<b>Cash flows from operating activities:</b>		
Change in net assets	\$ 659,596	\$ 941,328
Depreciation	5,684	5,760
Adjustments to reconcile change in net assets to cash provided (used) by operating activities:		
Changes in assets and liabilities:		
Grants and contributions receivable	400,900	(1,223,391)
Accounts receivable	(4,022)	472
Prepaid expenses	(2,288)	4,309
Deposits	(4,724)	-
Accounts payable and accrued expenses	(5,438)	(967)
Accrued vacation	5,490	7,270
Grants payable	104,563	(17,020)
Net cash provided (used) by operating activities	<u>1,159,761</u>	<u>(282,239)</u>
<b>Cash flows from investing activities:</b>		
Purchase of property and equipment	<u>(1,903)</u>	<u>(8,505)</u>
Net cash provided (used) by investing activities	<u>(1,903)</u>	<u>(8,505)</u>
Change in cash and cash equivalents	1,157,858	(290,744)
Cash and cash equivalents, beginning of year	<u>1,063,808</u>	<u>1,354,552</u>
Cash and cash equivalents, end of year	<u>\$ 2,221,666</u>	<u>\$ 1,063,808</u>

See Notes to the Financial Statements

**URGENT ACTION FUND FOR WOMEN'S HUMAN RIGHTS**

**Statement of Functional Expenses  
For the Years Ended December 31, 2016 and 2015**

	2016				2015			
	Program	Management and General	Fundraising	Total	Program	Management and General	Fundraising	Total
Salaries	\$ 415,913	\$ 68,088	\$ 206,423	\$ 690,424	\$ 437,958	\$ 51,332	\$ 147,247	\$ 636,537
Retirement contributions	9,828	4,149	5,128	19,105	10,531	921	3,490	14,942
Other employee benefits	40,647	8,104	18,249	67,000	40,842	9,919	12,948	63,709
Payroll taxes	31,264	5,341	15,984	52,589	34,741	3,929	10,870	49,540
Total Personnel	<u>497,652</u>	<u>85,682</u>	<u>245,784</u>	<u>829,118</u>	<u>524,072</u>	<u>66,101</u>	<u>174,555</u>	<u>764,728</u>
Grants	1,382,847	-	-	1,382,847	952,832	-	-	952,832
Accounting fees	-	36,525	-	36,525	-	38,900	-	38,900
Other fees for service	64,189	48,978	1,939	115,106	50,199	27,043	10,453	87,695
Supplies	8,970	3,195	3,222	15,387	16,919	4,888	3,416	25,223
Telephone	6,191	723	2,472	9,386	4,910	1,748	1,654	8,312
Postage and shipping	659	23	2,068	2,750	1,155	223	264	1,642
Copy and printing	-	-	250	250	2,971	-	-	2,971
Bank fees	2,508	3,563	944	7,015	4,012	5,473	2,026	11,511
Travel and meals	96,759	57,367	4,546	158,672	78,328	38,232	4,254	120,814
Conferences, conventions, meetings	156,396	19	1,317	157,732	106,471	3,435	-	109,906
Depreciation	-	5,684	-	5,684	-	5,760	-	5,760
Insurance	224	6,390	-	6,614	770	5,696	-	6,466
Occupancy	29,753	2,881	10,196	42,830	29,497	3,379	9,299	42,175
Dues, licenses, service fees	3,250	1,252	1,127	5,629	-	-	-	-
In-kind rent	60,000	-	-	60,000	60,000	-	-	60,000
Miscellaneous	-	487	4,824	5,311	195	482	2,191	2,868
Total Expenses	<u>\$ 2,309,398</u>	<u>\$ 252,769</u>	<u>\$ 278,689</u>	<u>\$ 2,840,856</u>	<u>\$ 1,832,331</u>	<u>\$ 201,360</u>	<u>\$ 208,112</u>	<u>\$ 2,241,803</u>

See Notes to the Financial Statements



## URGENT ACTION FUND FOR WOMEN'S HUMAN RIGHTS

### Notes to the Financial Statements For the Years Ended December 31, 2016 and 2015

---

#### NOTE 1: NATURE OF ACTIVITIES

Urgent Action Fund for Women's Human Rights (UAF or the Organization), a Colorado nonprofit public benefit organization, as part of the women's rights movements worldwide, supports women's rights defenders striving to create cultures of justice, equality and peace. The Organization provides rapid response grants that enable strategic interventions, and participates in collaborative advocacy and research. UAF is led by activists, inspired by feminism, and strengthened through solidarity.

#### NOTE 2: SIGNIFICANT ACCOUNTING POLICIES

##### **Basis of Accounting**

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America (GAAP).

##### **Basis of Presentation**

The Organization presents 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 three classes are differentiated by donor restrictions.

*Unrestricted net assets* – consist of resources which have not been specifically restricted by a donor. Unrestricted net assets may be designated for specific purposes by the Organization or may be limited by contractual agreements with outside parties.

*Temporarily restricted net assets* – represent contributions and other inflows of assets whose use is limited by donor-imposed stipulations that expire by the passage of time or can be fulfilled and removed by actions of the Organization pursuant to those stipulations.

*Permanently restricted net assets* – represent contributions whose use is limited by donor-imposed stipulations that require the gift to be invested in perpetuity. The income from such invested assets, including realized and unrealized gains, is generally available to support the activities of the Organization. Donors may also restrict all or part of the income and/or appreciation from these investments to permanently restricted net assets, resulting in increases/decreases to these net assets. There were no permanently restricted net assets as of December 31, 2016 and 2015.

##### **Contributions**

Contributions, including unconditional promises to give, are recognized as revenues in the period the promise is received. Conditional promises to give are not recognized until they become unconditional; that is when the conditions on which they depend are substantially met. Contributions of assets other than cash are recorded at their estimated fair value at the date of contribution. Contributions to be received after one year are discounted at an appropriate rate commensurate with the risks involved. Amortization of the discount is recorded as additional contribution revenue in accordance with donor-imposed restrictions, if any, on the contributions.

## URGENT ACTION FUND FOR WOMEN'S HUMAN RIGHTS

### Notes to the Financial Statements For the Years Ended December 31, 2016 and 2015

---

Unrestricted contributions and grants are recorded as unrestricted revenue when received. All contributions are considered to be available for unrestricted use unless specifically restricted by the donor.

All donor-restricted contributions are reported as increases 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 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.

#### **Accounts, Grants and Contributions Receivable**

The Organization considers all accounts, grants and contributions receivable to be fully collectible at December 31, 2016. Accordingly, no allowance for doubtful accounts was deemed necessary. If amounts become uncollectible, they are charged to expense in the period in which that determination is made.

#### **Income Taxes**

The Internal Revenue Service and the Colorado Department of Revenue have determined that the Organization is exempt from federal and state income taxes under Internal Revenue Code Section 501(c)(3) and Colorado Tax Code 0005890877. The Organization has evaluated its current tax positions as of December 31, 2016 and is not aware of any significant uncertain tax positions for which a reserve would be necessary. The Organization's tax returns are generally subject to examination by federal and state taxing authorities for three and four years, respectively after they are filed.

#### **Contributed Services**

Contributed services are reflected in the financial statements at the fair value of the services received only if the services (a) create or enhance nonfinancial assets or (b) require specialized skills, are performed by people with those skills, and would otherwise be purchased by the Organization.

#### **Estimates**

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

#### **Cash Equivalents**

For purposes of the statement of cash flows, the Organization considers all money market funds and other highly liquid investments with original maturities of three months or less when purchased to be cash equivalents.

#### **Fair Value Measurements**

Fair value is defined as the exchange price that would be received for an asset or paid to transfer a liability (an exit price) in the principal or most advantageous market for the asset or liability in an orderly transaction between market participants on the measurement date. The Organization determines the fair values of its assets and

## URGENT ACTION FUND FOR WOMEN'S HUMAN RIGHTS

### Notes to the Financial Statements For the Years Ended December 31, 2016 and 2015

---

liabilities based on a fair value hierarchy that includes three levels of inputs that may be used to measure fair value.

Level 1 - Quoted prices (unadjusted) in active markets for identical assets or liabilities that the Organization has the ability to access at the measurement date.

Level 2 - Inputs other than quoted market prices that are observable for the asset or liability, either directly or indirectly.

Level 3 - Unobservable inputs for the assets or liability.

The Organization had no assets or liabilities recorded at fair value on December 31, 2016.

#### **Concentration of Credit Risk**

At times, the Organization may have deposits in excess of federally insured limits. The risk is managed by maintaining all deposits in high quality financial institutions.

#### **Property and Equipment**

Property and equipment purchased by the Organization is recorded at cost. The Organization capitalizes all expenditures for property and equipment over \$500; the fair value of donated fixed assets is similarly capitalized. Depreciation is computed using the straight-line method over the estimated useful lives on the equipment which is 3-5 years for assets currently on the books.

Expenditures for major renewals and betterments that extend the useful lives of the property and equipment are capitalized. Expenditures for maintenance and repairs are charged to expense as incurred.

Management reviews long-lived assets for impairment when circumstances indicate the carrying amount of the asset may not be recoverable. Impairment is recognized if the sum of the undiscounted estimated future cash flows expected to result from the use of the asset is less than the carrying value. When an impairment loss is recognized, the asset's carrying value is reduced to its estimated fair value.

#### **Grants Payable**

Grants payable represent grants which have been awarded but not paid as of year end.

#### **Functional Allocation of Expenses**

The costs of providing various programs and other activities 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.

#### **Reclassifications**

Certain accounts in the prior year's summarized information have been reclassified for comparative purposes to conform with the presentation in the current-year financial statements.

#### **Subsequent Events**

The Organization has evaluated subsequent events and has concluded that as of March 27, 2017 the date that the financial statements were available to be issued, there were no significant subsequent events to disclose.

**URGENT ACTION FUND FOR WOMEN'S HUMAN RIGHTS**

**Notes to the Financial Statements  
For the Years Ended December 31, 2016 and 2015**

**NOTE 3: PROPERTY AND EQUIPMENT**

Property and equipment consisted of the following at December 31:

	<u>2016</u>	<u>2015</u>
Computer equipment	\$ 27,096	\$ 25,192
Less accumulated depreciation	<u>(20,388)</u>	<u>(14,703)</u>
Total	<u>\$ 6,708</u>	<u>\$ 10,489</u>

**NOTE 4: CONTINGENCIES**

Grant awards require the fulfillment of certain conditions as set forth in the instrument of grant. Failure to fulfill the conditions could result in the return of the funds to the grantors. The Organization deems this contingency remote since by accepting the grants and their terms, it has accommodated the objectives of the Organization to the provisions of the grants. The Organization's management is of the opinion that the Organization has complied with the terms of all grants.

**NOTE 5: TEMPORARILY RESTRICTED NET ASSETS**

Temporarily restricted net assets were available as follows as of December 31:

	<u>2016</u>	<u>2015</u>
Rapid Response Grant making	\$ 550,667	\$ 630,068
UAF – Africa	234,500	216,305
UAF – LA	234,500	218,305
UAF – AP	163,000	-
CMI	652,618	-
Future operations	<u>550,000</u>	<u>483,000</u>
Total	<u>\$ 2,385,285</u>	<u>\$ 1,547,678</u>

Temporarily restricted net assets were released from donor restriction by incurring expenses satisfying purposes and time restrictions specified by donors as follows during the year ended December 31:

	<u>2016</u>	<u>2015</u>
Rapid Response Grant making	\$ 882,175	\$ 737,311
UAF – Africa	192,655	190,750
UAF – LA	160,155	148,500
UAF – AP	45,000	-
CMI	524,226	-
Expiration of time restrictions	<u>433,000</u>	<u>-</u>
Total	<u>\$ 2,237,211</u>	<u>\$ 1,076,561</u>

**NOTE 6: RETIREMENT PLAN**

Beginning the first of the month following 90 days of employment, all full-time employees and part-time employees making at least \$5,000 in a calendar year may elect to participate in SIMPLE IRA retirement plan. Employee contributions are made on a pre-tax basis and are fully vested to the employee when made. The Organization

**URGENT ACTION FUND FOR WOMEN'S HUMAN RIGHTS**

**Notes to the Financial Statements  
For the Years Ended December 31, 2016 and 2015**

---

contributed \$19,105 and \$14,942 during the years ended December 31, 2016 and 2015, respectively.

**NOTE 7: IN-KIND CONTRIBUTIONS**

During the year ended December 31, 2016, the Organization received donated office space valued at \$60,000.

**NOTE 8: RELATED PARTY**

The Organization is part of an international group of organizations dedicated to supporting women's human rights defenders. There are Urgent Action Fund organizations in Africa, Latin America, and Asia-Pacific, in addition to the one in Oakland, California. The Organization receives grants on behalf of, and distributes grants to those related organizations.

**SUPPLEMENTARY REPORT ON  
SCHEDULE OF EXPENDITURES OF THE COUNT ME IN! CONSORTIUM**

Board of Directors  
Urgent Action Fund for Women's Human Rights  
Oakland, California

Our audit was performed for the purpose of forming an opinion on the financial statements of Urgent Action Fund for Women's Human Rights taken as a whole. The accompanying Schedule of Expenditures of the Count Me In! Consortium is presented for purposes of additional analysis. 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 basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional auditing procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic 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 basic financial statements taken as a whole.

  
Certified Public Accountants  
Oakland, California  
March 27, 2017

**URGENT ACTION FUND FOR WOMEN'S HUMAN RIGHTS**

**Schedule of Expenditures of the Count Me In! Consortium  
For the Year Ended December 31, 2016**

	<b>Budget</b>	<b>Actual Expenditure</b>	<b>Variance</b>	<b>Percentage of Budget</b>
<b>1. Program coordination</b>				
Staff <i>program coordinator (1fte), financial coordination (0,4fte), communication</i>	€ -	€ -	€ -	0%
Materials and equipment	-	-	-	0%
Audits <i>overall audit based on individual audits</i>	-	-	-	0%
PME <i>consulting, meetings and systems (mid term and final evaluation)</i>	-	-	-	0%
Communication (events etc)	-	-	-	0%
Travel advisory board & logistics meetings	-	-	-	0%
<b>Total Program coordination</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>2. Program costs</b>				
Staff	80,000	80,000	-	0%
Materials	10,300	10,300	-	0%
Travel	-	-	-	0%
Research/consultants	-	-	-	0%
Audits	-	-	-	0%
PME	20,000	20,000	-	0%
<b>Total Program costs</b>	<b>110,300</b>	<b>110,300</b>	<b>-</b>	<b>0%</b>
<b>3. Capacity Building, Lobby and Advocacy costs/ Intervention costs</b>				
Capacity Building				
Accompaniment, other direct costs	-	-	-	0%
Network & Alliances	-	-	-	0%
Direct Lobbying and Advocacy	45,000	45,000	-	0%
Strategic Resourcing	-	-	-	0%
Body Portfolio (GBV)	170,000	172,800	(2,800)	-2%
Money Portfolio (Economic Justice)	134,000	131,200	2,800	2%
RUF	-	-	-	0%
Knowledge Building and Strategic Communications				
Influencing Philanthropy	25,000	25,000	-	0%
<b>Total Capacity Building, Lobby and Advocacy costs/ Intervention costs</b>	<b>374,000</b>	<b>374,000</b>	<b>-</b>	<b>0%</b>
<b>4. Joint working</b>				
Training schools / institutes	-	-	-	0%
<b>Total Joint working</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Total</b>	<b>€ 484,300</b>	<b>€ 484,300</b>	<b>€ -</b>	<b>0%</b>
<i>Annual 2016 Budget of the Count Me In! Consortium (CMI)</i>	<b>€ 7,144,320</b>			
<i>% of CMI funding (excluding coordination costs) as part of 2016 budget</i>	7%	7%		