

Financial Statements
For the Year Ended March 31, 2021

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#### **Independent Auditor's Report**

To the Board of Directors Global Washington Seattle, Washington

We have audited the accompanying financial statements of Global Washington (the Organization), which comprise the statement of financial position as of March 31, 2021, 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 principles used and the reasonableness of significant 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.



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## **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Organization as of March 31, 2021, and 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 Prior Year Summarized Comparative Information**

The 2020 financial statements were reviewed by us and our report thereon, dated August 7, 2020, stated we were not aware of any material modifications that should be made to those statements for them to be in accordance with accounting principles generally accepted in the United States of America. A review is substantially less in scope than an audit and does not provide a basis for the expression of an opinion on the financial statements as a whole.

Clark Duber P.S.

Certified Public Accountants November 19, 2021

# Statement of Financial Position March 31, 2021 (With Comparative Totals for 2020 - Reviewed)

	2021	 (Reviewed) 2020
Assets: Cash and cash equivalents Accounts receivable and other assets Pledges receivable	\$ 345,166 10,049 75,000	\$ 116,256 10,049 100,000
Property and equipment, net	177	 750
Total Assets	\$ 430,392	\$ 227,055
Liabilities and Net Assets		
Liabilities:		
Accounts payable	\$ 4,124	\$ 3,949
Accrued liabilities	17,689	18,168
Funds held for donor-advised fund		24,821
Paycheck Protection Program conditional grant	 69,807	
Total Liabilities	91,620	46,938
Net Assets:		
Net assets without donor restrictions	263,772	80,117
Net assets with donor restriction	75,000	100,000
Total Net Assets	338,772	180,117
Total Liabilities and Net Assets	\$ 430,392	\$ 227,055

Statement of Activities For the Year Ended March 31, 2021 (With Comparative Totals for 2020 - Reviewed)

	Wi	Net Assets thout Donor Restrictions	With Donor			2021 Total	(Reviewed 2020 Tota		
Revenue and Support:									
Revenue-									
Membership	\$	130,200	\$	-	\$	130,200	\$	136,788	
Conference		23,855				23,855		105,218	
Program income		11,980				11,980		39,940	
Other		1,565				1,565		701	
Support-									
Foundations		395,194		75,000		470,194		286,000	
Corporations and business		15,005				15,005		15,008	
Donated goods and services		18,000				18,000		30,370	
Individuals		6,993				6,993		11,079	
Net assets released from time restrictions		100,000		(100,000)					
Total Revenue and Support		702,792		(25,000)		677,792		625,104	
Expenses:									
Program		420,738				420,738		487,422	
General and administrative		74,206				74,206		106,477	
Fundraising		24,193				24,193		30,121	
Total Expenses		519,137				519,137		624,020	
Change in Net Assets		183,655		(25,000)		158,655		1,084	
Net assets, beginning of year		80,117		100,000		180,117		179,033	
Net Assets, End of Year	\$	263,772	\$	75,000	\$	338,772	\$	180,117	

**GLOBAL WASHINGTON** 

Statement of Functional Expenses For the Year Ended March 31, 2021 (With Comparative Totals for 2020 - Reviewed)

			rogram		Supporting Services										
		C	onferences								Total				
	Member		and		Total	G	General and				Supporting				(Reviewed)
	 Services		Convenings		Program	Adr	ninistrative		Fundraising		Services		2021 Total		2020 Total
Payroll and employee benefits	\$ 331,474	\$	-	\$	331,474	\$	38,052	\$	22,216	\$	60,268	\$	391,742	\$	397,096
Consultants and contractors	22,632		17,698	-	40,330		32,802		•	•	32,802		73,132		37,295
Donated goods and services	15,750		,		15,750		1,350		900		2,250		18,000		30,370
Technology and communications	9,554		908		10,462		387		244		631		11,093		5,998
Rent	5,993				5,993		514		342		856		6,849		32,472
Conferences, convenings															
and meetings	2,558		3,435		5,993								5,993		78,745
Bank fees	4,090				4,090		366		234		600		4,690		6,386
Printing, publications and															
public relations/media	2,304				2,304								2,304		23,315
Taxes	1,664				1,664		143		95		238		1,902		5,934
Insurance	1,383				1,383		118		79		197		1,580		2,151
Dues and subscriptions	228				228		242		23		265		493		852
Equipment rental and maintenance	289				289		25		16		41		330		1,201
Supplies	276				276		24		16		40		316		221
Travel							105				105		105		219
Postage and shipping							35				35		35		98
Miscellaneous															574
Total Expenses Before															
Depreciation	398,195		22,041		420,236		74,163		24,165		98,328		518,564		622,927
•	-		,						-		-		-		-
Depreciation	 502				502		43		28		71		573		1,093
2021 Total Expenses	\$ 398,697	\$	22,041	\$	420,738	\$	74,206	\$	24,193	\$	98,399	\$	519,137		
2020 Total Expenses - Reviewed	\$ 408,100	\$	79,322	\$	487,422	\$	106,477	\$	30,121	\$	136,598			\$	624,020

See accompanying notes.

Statement of Cash Flows For the Year Ended March 31, 2021 (With Comparative Totals for 2020 - Reviewed)

	 2021	(Reviewed) 2020
Cash Flows From Operating Activities:		
Change in net assets	\$ 158,655	\$ 1,084
Adjustments to reconcile change in net assets to		
net cash provided (used) by operating activities-		
Depreciation	573	1,093
Changes in operating assets and liabilities:		
Increase in accounts receivable and other assets		(1,052)
Decrease (increase) in pledges receivable	25,000	(100,000)
Increase in accounts payable	175	732
Decrease in accrued liabilities	(479)	(10,015)
(Decrease) increase in funds held for donor-advised fund	(24,821)	24,821
Increase in Paycheck Protection Program conditional grant	 69,807	
Net Cash Provided (Used) by Operating Activities	228,910	(83,337)
Net Change in Cash and Cash Equivalents	228,910	(83,337)
Cash and cash equivalents, beginning of year	116,256	199,593
Cash and Cash Equivalents, End of Year	\$ 345,166	\$ 116,256

Notes to Financial Statements
For the Year Ended March 31, 2021
(With Comparative Totals for 2020 - Reviewed)

#### **Note 1 - Significant Accounting Policies**

**Organization** - Global Washington (the Organization) is a nonprofit organization whose primary goal is to strengthen the global development sector and its membership organizations by leveraging resources, increasing visibility, sharing best practices, convening the sector by country, issue and organization type, and advocating around education and global engagement and foreign policy.

**Basis of Accounting** - The financial statements of the Organization are presented on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP). The Organization has presented an unclassified statement of financial position which sequences assets according to their nearness of conversion to cash and sequences liabilities according to the nearness of the maturity and resulting use of cash.

Net assets, revenues, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, the net assets of the Organization and changes therein are classified and reported as follows:

<u>Net Assets Without Donor Restrictions</u> - Net assets that are not subject to donor-imposed restrictions and net assets without donor restrictions that have been designated by the Organization for various purposes.

<u>Net Assets With Donor Restrictions</u> - Net assets subject to donor-imposed restrictions that will be met either by actions of the Organization or passage of time, as well as support received in the form of endowment or sustaining funds which can never be spent. The Organization had no endowment or sustaining funds at March 31, 2021 and 2020. Net assets with donor restrictions at both March 31, 2021 and 2020 are time restricted, and the time restrictions will be released within the following year.

Revenues are reported as increases in net assets without donor restrictions unless use of the related assets is limited by donor-imposed restrictions. Expenses are reported as decreases in net assets without donor restrictions. Gains and losses on assets and liabilities are reported as increases or decreases in net assets without donor restrictions unless their use is restricted by explicit donor stipulation or by law. Expirations of restrictions on net assets (i.e., the donor-stipulated purpose has been fulfilled or the stipulated time period has lapsed) are reported as reclassifications between the applicable classes of net assets, except for contributions and sponsorships related to the annual conference, which are included in revenue without donor restrictions, as restrictions are satisfied in the same year.

**Revenue Recognition** - Membership fees are considered to be primarily nonexchange transactions and are recognized as revenue in the period received. Conference fees and program income are recognized in the period in which the Organization's performance obligation has been met, which is when the conference or program occurs. Cash contributions are recorded as revenue in the period received, in accordance with donor restrictions. Unconditional promises to give (pledges) are recorded at fair value in the period the promise is received, in accordance with donor-imposed restrictions.

**Cash and Cash Equivalents** - Cash and cash equivalents consist of checking and money market accounts. The Organization holds its cash and cash equivalents with one financial institution, and account balances may exceed federally insured limits at times during the year.

**Accounts Receivable and Other Assets** - Accounts receivable are stated at the amount management expects to collect for outstanding balances from various organizations and for sponsorship fees. An allowance for doubtful accounts was not deemed necessary at March 31, 2021 and 2020. Other assets consist of prepaid expenses.

Notes to Financial Statements
For the Year Ended March 31, 2021
(With Comparative Totals for 2020 - Reviewed)

#### Note 1 - Continued

**Pledges Receivable** - Pledges receivable (unconditional promises to give) that are expected to be collected within one year are recorded at net realizable value. Unconditional promises to give that are expected to be collected in future years are recorded at the present value of their estimated future cash flows. The discounts on these amounts are computed using risk-adjusted interest rates applicable to the years in which the promises are received. Amortization of the discounts is included in revenue and support. An allowance for doubtful accounts is determined by management based on a reasonable estimate and past experience. An allowance for doubtful accounts was not deemed necessary at March 31, 2021 and 2020. All pledges are expected to be collected within one year as of March 31, 2021 and 2020.

Conditional promises to give are recognized in the period the conditions on which they depend are substantially met. Conditional grants outstanding totaled \$69,807 at March 31, 2021, and consisted of the Paycheck Protection Program loan which was forgiven in May 2021. There were no conditional grants outstanding at March 31, 2020.

Property and Equipment - Property and equipment are recorded at cost or, if donated, at fair value as of the date of the gift. The Organization capitalizes fixed assets with costs greater than \$1,000. Property and equipment consisted of computer software and laptop computers with historical costs totaling \$12,153 at both March 31, 2021 and 2020. Depreciation is recognized using the straight-line method based on estimated useful lives of two years for computer software and three years for laptop computers. Depreciation expense totaled \$573 and \$1,093 for the years ended March 31, 2021 and 2020, respectively. Accumulated depreciation totaled \$11,976 and \$11,403 at March 31, 2021 and 2020, respectively.

Funds Held for Donor-Advised Fund - The Organization has a donor-advised fund (DAF) at a community foundation in honor of a former board member. Contributions can be made directly to the DAF or through the Organization. The Organization acts as an agent for any funds intended for the DAF; therefore, these funds are not recognized as contribution revenue by the Organization. At March 31, 2021, the Organization held no funds on hand for the DAF. At March 31, 2020, the Organization held \$24,821 in contributions to the DAF which were transmitted to the DAF after year end. These funds are included in cash and cash equivalents and reported as funds held for donor-advised fund on the statement of financial position.

Paycheck Protection Program Conditional Grant - In response to the COVID-19 pandemic that became prevalent worldwide in 2020, the U.S. Congress passed the Coronavirus Aid, Relief, and Economic Securities Act (CARES Act). Included in the CARES Act is the Paycheck Protection Program (PPP) to provide loans to qualifying small businesses and not-for-profit organizations to cover certain eligible expenses. On April 20, 2020, the Organization obtained a loan under the PPP with a principal balance of \$69,807 and an annual interest rate of 1%. Principal and interest are payable in monthly installments over an 18-month amortization period beginning six months after the loan was disbursed. All or a portion of the PPP loan may be forgiven if certain terms and conditions of the program are met. Management has determined that the Organization has satisfied key terms and conditions of the program, which include incurring qualifying payroll and other limited expenditures and maintaining certain levels of employment of staff. The Organization applied for loan forgiveness in May 2021. In accordance with U.S. GAAP, the Organization has elected to treat the PPP loan as a conditional grant and will recognize grant revenue in the period in which the loan forgiveness is confirmed by the Small Business Administration.

**Concentrations** - As of and for the year ended March 31, 2021, 100% of the Organization's pledges receivable was from one donor, and 69% of the Organization's total revenue and support was received from three donors, two of which are related to a former board member. As of and for the year ended March 31, 2020, 100% of the Organization's pledges receivable was from one donor, and 40% of the Organization's total revenue and support was from one donor. The Organization's former board member is also a board member of this donor.

Notes to Financial Statements
For the Year Ended March 31, 2021
(With Comparative Totals for 2020 - Reviewed)

#### Note 1 - Continued

**Federal Income Tax Status** - The Internal Revenue Service has determined the Organization to be a not-for-profit organization exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision for federal income tax has been made in these financial statements.

**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. Accordingly, certain costs have been allocated among the program, general and administrative, and fundraising categories based on the benefits derived. Payroll and employee benefit expenses are allocated based on a set salary allocation, overhead expenses are allocated based on set percentages which themselves are based on level of effort or activities, and all other expenses are allocated directly based on the purpose of the expense.

**Use of Estimates** - The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect amounts reported in the financial statements. Actual results may differ from such estimates.

**Prior Year Summarized Information** - For comparative purposes, the financial statements include certain prior-year summarized information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with U.S. GAAP. Accordingly, such information should be read in conjunction with the Organization's financial statements for the year ended March 31, 2020, from which the summarized information was derived.

## Note 2 - Donated Goods and Services

The Organization receives donations of goods and professional services which are reported at fair value on the date of receipt. The Organization recognizes donated services if the services received (a) create or enhance nonfinancial assets or (b) require specialized skills provided by individuals possessing those skills and would typically need to be purchased if not donated. The following goods and services were recognized as revenue and expense in the statement of activities for the year ended March 31:

	 2021	·	(Reviewed) 2020
Professional services Auction items and raffle prizes	\$ 18,000	\$	29,200 1,170
Total Donated Goods and Services	\$ 18,000	\$	30,370

## Note 3 - Commitments and Contingencies

Facilities Lease - During 2016, the Organization entered into a new sub-lease agreement for its office facilities. Under the terms of the sub-lease, the Organization paid 30% of the sublessor's base rent for 60 months. Rent expense totaled approximately \$6,800 and \$32,000 for the years ended March 31, 2021 and 2020. The COVID-19 pandemic, which became prevalent throughout the world in 2020, caused business disruption through mandated social distancing and closing of multiple businesses. As a result, the Organization's employees were instructed to work remotely from home. Consequently, the Organization elected to terminate the remainder of its office facilities lease, effective June 30, 2020. There were no cancellation fees or penalties imposed as a result of the lease termination.

Notes to Financial Statements
For the Year Ended March 31, 2021
(With Comparative Totals for 2020 - Reviewed)

#### Note 3 - Continued

**Other Commitment** - The Organization signed an agreement with a third party and placed deposits totaling \$8,300 on a facilities venue and web support for the Organization's annual conference that was to be held in December 2020. The Organization elected to forego holding its annual conference in person and moved to a virtual platform due to mandated social distancing related to the COVID-19 pandemic. The Organization incurred no cancellation fees or penalties for the conference deferral, and the deposits may be used for future events at the venue.

**COVID-19 Pandemic** - The Organization has adapted its activities to respond to the evolving needs of its members and the global community during the COVID-19 pandemic as well as to comply with government mandates for social distancing. Member support services, such as convenings held on relevant global topics, continue to be conducted on a virtual platform. Management continues to monitor events and conditions as they unfold and has established strategies to respond accordingly. However, the financial impact of the COVID-19 pandemic to the Organization cannot be reasonably estimated at this time.

### Note 4 - Liquidity and Availability of Financial Assets

As part of the Organization's liquidity management, it has a policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due.

At March 31, 2021, the Organization had \$420,166 of financial assets available within one year of the statement of financial position date to meet cash needs for general expenditures consisting of cash and cash equivalents of \$345,166 and pledges receivable of \$75,000. At March 31, 2020, the Organization had \$191,435 of financial assets available within one year of the statement of financial position date to meet cash needs for general expenditures consisting of cash and cash equivalents of \$91,435 and pledges receivable of \$100,000. None of the financial assets are subject to donor or other contractual restrictions that make them unavailable for general expenditures within one year of the statement of financial position date.

### Note 5 - Subsequent Events

**Subsequent Events** - The Organization has evaluated subsequent events with respect to the financial statements for the year ended March 31, 2021 through November 19, 2021, the date on which the financial statements were available to be issued, and has determined that no adjustments are necessary to the amounts reported in the accompanying financial statements, nor have any events occurred, the nature of which would require disclosure except as follows.

In May 2021, the Organization's PPP loan was forgiven by the Small Business Administration, and grant revenue totaling \$69,807 was recognized, as the conditions upon which loan forgiveness depended were satisfied (Note 1).