Financial Statements with Independent Auditor's Report

June 30, 2022

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### INDEPENDENT AUDITOR'S REPORT

To the Board of Directors The Advocates for Human Rights

#### Opinion

We have audited the accompanying financial statements of The Advocates for Human Rights (a nonprofit organization), which comprise the statement of financial position as of June 30, 2022, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of The Advocates for Human Rights as of June 30, 2022, and the changes in net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Basis for Opinion**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of The Advocates for Human Rights and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### **Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about The Advocates for Human Rights' ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

#### Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.

- Obtain an understanding of internal control relevant to the audit 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 Advocates for Human Rights' internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about The Advocates for Human Rights' ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

### **Report on Summarized Comparative Information**

We have previously audited The Advocates for Human Rights' 2021 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 18, 2021. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2021, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Schutz CPA, Ltd.

October 24, 2022

### Statement of Financial Position June 30, 2022

(With Summarized Comparative Totals for 2021)

	2022	2021
Assets		
Current Assets		
Cash	\$ 2,602,435	\$ 1,773,519
Accounts Receivable	291,341	204,753
Promises to Give	165,777	158,116
Prepaid Expenses	73,204	74,478
Total Current Assets	3,132,757	2,210,866
Property and Equipment		
Fixtures and Equipment	124,537	124,537
Accumulated Depreciation	(121,895)	(119,864)
Net Property and Equipment	2,642	4,673
Other Assets		
Investments	4,383	6,522
Promises to Give (Less Allowance of \$3,801)	76,215	105,458
Security Deposit	10,132	10,132
Total Other Assets	90,730	122,112
Total Assets	\$ 3,226,129	\$ 2,337,651
Liabilities		
Current Liabilities		
Accounts Payable	65,389	56,312
Accrued Vacation	54,981	57,095
Payroll Liabilities	5,514	3,993
Deferred Lease Incentive	14,148	9,310
PPP Loan		314,833
Total Current Liabilities	140,032	441,543
Long-Term Debt		
Deferred Lease Incentive - Net of Current Portion	108,624	123,525
Total Liabilities	248,656	565,068
Net Assets		
Without Donor Restriction	2,455,429	1,218,593
With Donor Restriction	522,044	553,990
Total Net Assets	2,977,473	1,772,583
Total Liabilities and Net Assets	\$ 3,226,129	\$ 2,337,651
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### The Advocates for Human Rights Statement of Activities Year Ended June 30, 2022 (With Summarized Comparative Totals for 2021)

		2021		
	Without Donor	With Donor		
	Restriction	Restriction	Total	Total
Support and Revenue				
Foundation and Corporate Contributions	\$ 994,207	\$ 245,000	\$ 1,239,207	\$ 1,011,214
Individual Contributions	1,775,117	112,500	1,887,617	1,024,246
In-Kind Donations - Professional Services	11,274,921		11,274,921	14,500,694
In-Kind Donations - Supplies and Event Costs	41,614		41,614	
Contract Revenue	87,747		87,747	88,562
Program Service Fees	6,537		6,537	32,964
Other Income	3,301		3,301	
PPP Loan Forgiveness	314,833		314,833	316,400
Interest and Investment Income	(439)		(439)	2,192
Other Gains and Losses	44 407 000	057 500	44.055.000	95
Subtotal Support and Revenue	14,497,838	357,500	14,855,338	16,976,367
Released from Restrictions	389,446	(389,446)		
Special Event	158,995		158,995	24,051
Less Special Events Direct Expenses	(60,417)		(60,417)	(43,520)
Net Special Event	98,578		98,578	(19,469)
Total Support and Revenue	14,985,862	(31,946)	14,953,916	16,956,898
Expenses				
Program Services	13,328,058		13,328,058	16,302,491
Management and General	291,211		291,211	328,468
Fundraising	129,757		129,757	125,222
Total Expenses	13,749,026		13,749,026	16,756,181
Change in Net Assets	1,236,836	(31,946)	1,204,890	200,717
Net Assets - Beginning of Year	1,218,593	553,990	1,772,583	1,571,866
Net Assets - End of Year	\$ 2,455,429	\$ 522,044	\$ 2,977,473	\$ 1,772,583

### Statement of Functional Expenses Year Ended June 30, 2022 (With Summarized Comparative Totals for 2021)

				Expenses		2022	2021
	Program	Management		Before	Special Event	Total	Total
	Services	and General	Fundraising	Special Event	Expenses	Expenses	Expenses
Personnel Costs	\$ 1,520,539	\$ 131,986	\$ 87,333	\$ 1,739,858		\$ 1,739,858	\$ 1,681,228
Events and Meetings	8,421	1,950	976	11,347	\$ 51,216	62,563	31,323
Insurance	3,156	287	288	3,731		3,731	3,066
Miscellaneous	8,958	11,720	279	20,957		20,957	22,382
Occupancy	242,845	17,669	13,695	274,209		274,209	286,081
Office Equipment	25,370	27,995	1,227	54,592		54,592	71,611
Office Expense	13,249	3,008	360	16,617	154	16,771	12,433
Postage	17,456	1,341	875	19,672	1,763	21,435	15,623
Printing and Duplication	10,878	821	643	12,342		12,342	17,468
Professional Services	11,438,515	87,342	22,385	11,548,242	6,200	11,554,442	14,608,521
Subscriptions and Resources	12,928	3,309	839	17,076		17,076	31,358
Telephone and Technology	13,783	1,752	805	16,340		16,340	14,046
Travel	11,960		52	12,012	1,084	13,096	1,373
Depreciation		2,031		2,031		2,031	3,188
Total Expenses	\$ 13,328,058	\$ 291,211	\$ 129,757	\$ 13,749,026	\$ 60,417	\$ 13,809,443	\$ 16,799,701

### Statement of Cash Flows Year Ended June 30, 2022 (With Summarized Comparative Totals for 2021)

	2022	2021
Cash Flows from (to) Operating Activities		
Change in Net Assets	\$ 1,204,890	\$ 200,717
Adjustments to Reconcile:		
Depreciation	2,031	3,188
Unrealized Gain on Investments	2,139	(1,095)
Forgiveness of PPP Loan	(314,833)	(316,400)
Deferred Lease Incentive	(10,063)	132,835
(Increase) Decrease in Operating Assets:		
Accounts Receivable	(86,588)	46,044
Pledges Receivable	21,582	227,963
Prepaid Expenses	1,274	(20,152)
Increase (Decrease) in Operating Liabilities:		
Accounts Payable	9,077	6,636
Accrued Vacation	(2,114)	9,563
Payroll Liabilities	1,521	(6,272)
Net Cash from Operating Activities	828,916	283,027
Cash Flows from Financing Activities		
Proceeds from PPP Loan		314,833
Net Increase in Cash and Cash Equivalents	828,916	597,860
Cash and Cash Equivalents, Beginning of Year	1,773,519	1,175,659
Cash and Cash Equivalents, End of Year	\$ 2,602,435	\$ 1,773,519

### Note 1: Nature of the Organization

Founded in 1983, The Advocates for Human Rights, a non-governmental organization based in the United States, works to ensure all people live with dignity, freedom, justice, equality, and peace. Our mission is to implement international human rights standards to promote civil society and reinforce the rule of law. By involving volunteers in research, education, and advocacy, we build broad constituencies in the United States and select global communities.

The Advocates investigates and exposes human rights violations internationally and in the United States; represents refugee and immigrants who are victims of human rights abuses; trains and assists groups that protect human rights; and works through education and advocacy to engage the public, policymakers, and children in human rights and cultural understanding.

The Advocates has worked with volunteers and partner organizations domestically and overseas to produce more than 78 reports documenting human rights practices in 26 countries. The Advocates brings injustice to the attention of the international community through its Special Consultative Status with the United Nations.

The Advocates program work includes:

<u>Refugee and Immigrant Rights</u>: We mobilize pro bono professionals to represent victims of human rights abuses: asylum seekers fleeing from torture, violence, and persecution, trafficking victims, and immigrants in detention. Last year we provided legal assistance in over 1,100 immigration matters in Minnesota as well as North and South Dakota.

<u>Women's Rights</u>: We work to improve laws and policies to end discrimination against women and girls. We seek to stop violence against women by partnering with human rights defenders around the world and through our website StopViolenceAgainstWomen.org. We monitor court proceedings in domestic violence, sexual assault and sex trafficking cases and work to create a fairer legal system.

<u>Human Trafficking</u>: We have provided statewide leadership in Minnesota to end human trafficking. We develop protocols, advocate for legal changes and assess the efficacy of their implementation. We train prosecutors, police, and other professionals in identifying and assisting trafficking victims.

<u>International Justice</u>: We document and raise awareness of human rights abuses around the world. We collaborate with the United Nations and other international agencies to highlight human rights violations and advocate for change. We foster coalitions of human rights defenders across borders. We also support vulnerable populations, such as LGBTI communities, and seek to abolish the death penalty.

<u>Research, Education, and Advocacy</u>: We work with the State of Minnesota to protect human rights at home and advise local governments on human rights standards. We educate the public about current human rights issues and mobilize them to become advocates.

<u>Nepal School Project</u>: The Sankhu-Palubari Community School in rural Kathmandu Valley, Nepal educates low-income girls and boys who might otherwise be forced into child labor or early marriage. Girls make up at least fifty percent of the students— a rarity in Nepal.

### Note 2: Summary of Significant Accounting Policies

<u>Financial Statement Presentation</u>: The financial statements of the Organization have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. Net assets, revenues, gains and losses are classified based on the existence or absence of donor-imposed restrictions.

### Note 2: Summary of Significant Accounting Policies (Continued)

<u>Prior Year Summarized Comparative Financial Information</u>: The June 30, 2021 financial statements are presented as 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, 2021.

<u>Cash</u>: The Organization maintains its cash in bank deposit accounts, which at times, may exceed the federally insured limits.

<u>Accounts and Grants Receivable</u>: The Organization provides an allowance for uncollectible accounts based on the allowance method using management's judgement. Accounts receivable are unsecured. An allowance is estimated based on the historical experience of the Organization; accounts that are determined to be uncollectible are written off against the allowance account. No allowance for bad debts was considered necessary at June 30, 2022.

<u>Promises to Give</u>: The Organization records promises to give that are expected to be collected within one year at net realizable value. Unconditional promises to give expected to be collected in future years are initially recorded at fair value using present value techniques incorporating risk-adjusted discount rates designed to reflect the assumptions market participants would use in pricing the asset. Promises to give are written off when deemed uncollectible. At June 30, 2022, all amounts were considered fully collectible and an allowance account was not deemed necessary.

<u>Property and Equipment</u>: Property and equipment additions over \$1,000 are carried at cost, or if donated, at fair value on the date of donation. Depreciation is computed using the straight-line method over the estimated useful lives of the assets ranging from 3 to 7 years. When assets are sold or otherwise disposed of, the cost and related depreciation are removed from the accounts, and any resulting gain or loss is included in the statement of activities. Costs of maintenance and repairs that do not improve or extend the useful lives of the respective assets are expenses as incurred.

<u>Investments</u>: The Organization records investments in marketable securities with readily determinable fair values and all investments in debt securities at their fair value in the statement of financial position. Net investment income/(loss) is reported in the statement of activities and consists of interest and dividend income, realized and unrealized capital gains and losses, less external investment expenses.

<u>Net Assets</u>: Net assets, revenues, gains and losses are classified based on the existence or absence of restrictions. Accordingly, net assets of the Organization and changes therein are classified and reported as follows:

*Net Assets Without Donor Restrictions* – Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions. The governing board has designated, from net assets without donor restrictions, net assets for an operating and budget shortfall reserve.

*Net Assets With Donor Restrictions* – Net assets subject to donor- (or certain grantor-) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, the stipulated purpose for which the resource was restricted has been fulfilled, or both.

### Note 2: Summary of Significant Accounting Policies (Continued)

#### Revenue and Revenue Recognition:

Contributions are recognized when cash, securities or other assets, an unconditional promise to give, or notification of a beneficial interest is received. Conditional promises to give – that is, those with a measurable performance or other barrier and a right of return – are not recognized until the conditions on which they depend have been met.

Revenue is recognized when earned. Program fees and rental income are deferred to the applicable period in which related services are performed.

Special event revenue is recorded equal to the fair value of direct benefits to the donors and contributions income for the excess received when the event takes place.

<u>Donated Services and In-Kind Contributions</u>: Volunteers contribute significant amounts of time to program services, administration, and fundraising and development activities; however, the financial statements do not reflect the value of these contributed services because they do not meet recognition criteria prescribed by generally accepted accounting principles. Contributed goods are recorded at fair value at the date of donation. The Organization records donated professional services at the respective fair values of the services received.

<u>Functional Allocation of Expenses</u>: The costs of programs and supporting services activities have been summarized on a functional basis and natural classifications in the statement of functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited based on the Organization's cost centers (functional units) in which expenses are incurred, as well as estimates of time spent by employees and usage of facilities.

<u>Joint Costs of Activities That Include a Fund-Raising Appeal</u>: The Organization has house parties that include programmatic and administrative information together with a request for contributions in support of the Organization's mission. The associated costs, including in-kind amounts were allocated and included in the functional expense statement.

<u>Estimates</u>: The preparation of financial statements in accordance with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Actual results could differ from those estimates, and those differences could be material.

<u>Income Taxes</u>: The Organization 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.

<u>Financial Instruments and Credit Risk</u>: The Organization manages concentration risk by placing financial assets with financial institutions believed to be creditworthy. At times, amounts on deposit may exceed insured limits. To date, the Organization has not experienced losses in any of its accounts. Credit risk associated with grants receivable and promises to give is considered to be limited due to high historical collection rates and because substantial portions of the outstanding amounts are due from Board members, governmental agencies, and foundations supportive of the Organization's mission.

### Note 3: Liquidity and Availability

Financial assets available for general expenditures, that is, without donor or other restrictions limiting their use, within one year of the statement of financial position date, comprise the following:

Cash	\$2,602,435
Accounts Receivable	291,341
Promises to Give	241,992
Investments	4,383
Total Financial Assets	\$3,140,151
Restricted for Time or Purpose	(522'044)
Available Financial Assets	\$2,618,107

As part of the Organization's liquidity management plan a reserve account was established. Although, the Organization does not intend to spend from this reserve these amounts could be made available if necessary. At June 30, 2022, the reserve account balance was \$1,788,370 and is included in the cash amount.

### Note 4: Investments and Fair Value Measurements and Disclosures

The Organization has limited investments that have been donated to assist the Organization in carrying out its mission. The fair value hierarchy prioritizes the inputs to valuation techniques used to measure fair value. This hierarchy consists of three broad levels: Level 1 inputs consist of unadjusted quoted prices in active markets for identical assets and have the highest priority. Level 2 inputs generally are based on indirect information, such as quoted prices for similar assets in active markets, or quoted prices for identical or similar assets in markets that are not active. Level 3 inputs, which are the most subjective, are generally based on the Organization's own assumptions on how knowledgeable parties would price assets, and are developed using the best information available in the circumstances. Level 3 inputs have the lowest priority.

The Organization used appropriate valuation techniques based on the available inputs to measure the fair value of its investments. The Organization's securities are carried at market value as determined under Level 1, quoted prices in active markets:

Investment In:	Level 1	Level 2	Level 3	<u>Total</u>
Stocks	\$4,383	\$ O	\$ O	\$4,383

#### Note 5: Promises to Give

Unconditional promises to give are estimated to be collected as follows at June 30, 2022:

Within One Year	\$165,777
In One to Five Years	80,016
Less discount to net present value at 3.25%	(3,801)
Total	<u>\$241,992</u>

#### Note 6: Line of Credit

The Organization had a line of credit with their bank of up to \$100,000. The maturity date was June 30, 2022 with a variable interest rate floor of 4.0% on outstanding balances. It was not renewed.

#### Note 7: Paycheck Protection Program Loan

On April 14, 2020, the Organization received loan proceeds in the amount of \$316,400 under the Paycheck Protection Program ("PPP"). Established as part of the Coronavirus Aid, Relief and Economic Security Act ("CARES Act"), the PPP provided loans to qualifying businesses in amounts up to 2.5 times the business's average monthly payroll expenses. PPP loans and accrued interest are forgivable after a "covered period" (eight or 24 weeks) as long as the borrower maintains its payroll levels and uses the loan proceeds for eligible purposes, including payroll, benefits, rent, and utilities.

### Note 7: Paycheck Protection Program Loan (Continued)

The forgiveness amount was to be reduced if the borrower terminates employees or reduces salaries during the covered period. Any unforgiven portion of a PPP loan was payable over two or five years at an interest rate of 1%, with a deferral of payments for 10 months after then end of the covered period.

The Organization recorded a note payable upon receipt of the proceeds and recorded forgiveness upon being legally released from the loan obligation in January, 2021. Forgiveness income of \$316,400 was recorded for the year ended June 30, 2021.

The Organization received a second PPP Loan on February 8, 2021 for \$314,833. Forgiveness was granted February 24, 2022

#### Note 8: Operating Lease and Deferred Lease Incentive

The Organization entered into an updated lease agreement for office space which expanded the leased area effective April 1, 2020 and ends October 31, 2027, with possible extension. The Organization has a security deposit on the lease of \$10,132.

Monthly base rent payments started at \$11,671 and increase annually. In addition to the base rent amount the Organization pays operating expenses and real estate taxes. The lease required no monthly payments for July 1, 2021 through January 31, 2021. The lease incentive is recognized over the lease term on a straight-line basis.

As part of the new lease the Organization was granted an allowance for leasehold improvements. The Organization did not use the full leasehold improvement allowance and starting February 1, 2021 received a reduction in rent expense until the leasehold improvement rental allowance was used.

Rent expense, including base rent and related rental expenses, for the year ended June 30, 2022, was \$122,772.

Future minimum lease payments under the lease are as follows:

Fiscal Year Ended June 30,	
2023	\$149,243
2024	153,328
2025	157,413
2026	161,497
2027	165,582
Thereafter	56,215

The Organization also leases office equipment.

#### Note 9: Net Assets With Donor Restrictions

Net assets with donor restrictions consist of grants and contributions designated for future periods. At June 30, 2022, the Organization had \$522,044 restricted by donors, \$245,794 to be used in future periods, \$63,750 restricted by program, and \$212,500 restricted for both timing and program purposes.

#### Note 10: Board Designated Net Assets

During 2020, the Organization established a reserve fund to cover budget short falls and to establish a sixmonth expense reserve.

The fund balance at June 30, 2022 was \$1,788,370

### Note 11: Donated Professional Services and Supplies

The Organization received donated professional services and supplies as follows during the year ended June 30, 2022:

	Program	Management	Fundraising and	
	Services	and General	Development	Total
Professional and Rental	\$11,181,752	\$68,005	\$25,164	\$11,274,921
Supplies and Event Costs	5,146	29,239	7,229	41,614
Total	\$11,186,898	\$97,244	\$32,393	\$11,316,535

Contributed services are recognized for those services that improve or enhance property and equipment or for those that require specialized skills. Many other volunteer service hours, for which no value has been assigned, benefitted the Organization during the year ended June 30, 2022, and have not been recognized in the financial statements since they do not meet the requirements for recognition.

### Note 12: Retirement Plan

The Organization has a Salary Reduction Retirement Plan which is qualified under Section 403(b) of the Internal Revenue Code. The plan covers all employees who meet eligibility requirements. The Organization does not make employer contributions into the plan.

### Note 13: Related Party Activity

The Organization has several attorneys and other professionals on its Board of Directors. Several of the firms that these professionals are affiliated with provide in-kind contributions of time and services to the Organization to further the work of the Organization according to its mission.

### Note 14: Subsequent Events

The Organization has evaluated subsequent events through October 24, 2022, which was the date the financial statements were available to be issued. The extent of the future impact of the global COVID-19 pandemic on the Organization will depend on certain developments, including the duration and spread of the outbreak and its impacts on the Organization. Accordingly, the extent to which COVID-19 may impact the Organization's future financial position, income and cash flows is uncertain.