

# **ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL**

Report of Independent Auditors on  
Financial Statements  
For the Years Ended December 31, 2017 and 2016



## **Report of Independent Auditors**

To the Board of Directors of  
Adventist Development and Relief Agency International

We have audited the accompanying financial statements of Adventist Development and Relief Agency International (“ADRA”), which comprise the statements of financial position as of December 31, 2017, and the related statements of activities, statements of functional expenses, and of cash flows for the year then ended.

### ***Management’s Responsibility 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; 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 the 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 our 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, we consider internal control relevant to ADRA’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 ADRA’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, based on our audits, the financial statements referred to above present fairly, in all material respects, the financial position of Adventist Development and Relieve Agency International as of December 31, 2017, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.



*Other Matter*

We previously audited the statement of financial position as of December 31, 2016, and the related statements of activities and of cash flows for the year then ended (not presented herein), and in our report dated June 15, 2017, we expressed an unmodified opinion on those financial statements. In our opinion, the information set forth in the accompanying summarized financial information as of December 31, 2016 and for the year then ended is consistent, in all material respects, with the audited financial statements from which it has been derived.

*Pricewaterhousecoopers us*

June 7, 2018  
McLean, VA

**ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL**  
**STATEMENTS OF FINANCIAL POSITION**  
**as of December 31, 2017 and December 31, 2016**

ASSETS

	2017	2016
Cash and cash equivalents	\$ 9,819,143	\$ 10,575,409
Investments	45,172,443	40,348,264
Net amount due from affiliates	1,989,235	1,706,347
Loans to affiliates	48,586	-
Amount due from government agency, net of allowance	993,841	1,140,809
Other receivables	846,571	177,731
Contributions receivable	252,779	579,214
Inventories	956,893	4,120,197
Prepaid expenses	261,049	223,521
Furniture and equipment, net of accumulated depreciation	474,520	219,534
Agency funds	1,479,209	308,475
Contributions receivable - long term	1,343,482	1,350,366
Loans to affiliates - long term	508,600	-
 Total assets	 \$ 64,146,351	 \$ 60,749,867

LIABILITIES

Accounts payable	\$ 1,029,160	\$ 361,164
Accrued expenses	3,855,731	2,852,433
Amount due to affiliates	1,192,592	1,447,287
Amount due to government agency	213,832	356,074
Amount due to other	1,572,018	1,544,202
Agency funds	1,479,209	308,475
 Total liabilities	 9,342,542	 6,869,635

NET ASSETS

Unrestricted	36,161,943	34,315,364
Temporarily restricted	18,641,866	19,564,868
 Total net assets	 54,803,809	 53,880,232
 Total liabilities and net assets	 \$ 64,146,351	 \$ 60,749,867

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

**ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL**  
**STATEMENTS OF ACTIVITIES**  
**for the year ended December 31, 2017**  
**(with summarized financial information as of December 31, 2016)**

	2017			2016
	Unrestricted	Temporarily Restricted	Total	Total
Support and revenue:				
U.S. Government support:				
Commodities - distributed	\$ 1,183,976	\$ -	\$ 1,183,976	\$ 3,803,881
Ocean and inland freight	357,145	-	357,145	1,564,283
Grants - direct	18,028,899	-	18,028,899	17,176,284
Grants - subrecipient	3,397,770	-	3,397,770	2,388,131
Public support:				
Seventh-day Adventist Church	5,373,284	-	5,373,284	5,153,565
Contributions	12,149,433	6,265,130	18,414,563	15,946,872
Donated materials	56,950	6,694,797	6,751,747	10,045,594
Grants - other	2,865,665	-	2,865,665	1,517,072
Freight and handling fees reimbursement	6,453	-	6,453	4,561
Investment and other revenue	747,552	113,352	860,904	831,333
Net assets released from restrictions:				
Satisfaction of program restrictions	13,996,281	(13,996,281)	-	-
Total support and revenue	<u>\$ 58,163,408</u>	<u>\$ (923,002)</u>	<u>\$ 57,240,406</u>	<u>\$ 58,431,576</u>

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

**ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL**  
**STATEMENTS OF ACTIVITIES (CONT.)**  
**for the year ended December 31, 2017**  
**(with summarized financial information as of December 31, 2016)**

	2017			2016
	Unrestricted	Temporarily Restricted	Total	Total
Expenses:				
Programs	\$ 48,676,484	\$ -	\$ 48,676,484	\$ 41,673,067
Fundraising	1,456,938	-	1,456,938	1,306,850
Public relations	1,345,304	-	1,345,304	641,357
Management and general	9,090,196	-	9,090,196	9,267,119
Total expenses	60,568,922	-	60,568,922	52,888,393
Net Increase (decrease) from operations	(2,405,514)	(923,002)	(3,328,516)	5,543,183
Nonoperating activity:				
Realized/unrealized gain/(loss) on investment and other	4,252,093	-	4,252,093	1,366,056
Change in net assets	1,846,579	(923,002)	923,577	6,909,239
Net assets, at beginning of year	34,315,364	19,564,868	53,880,232	46,970,993
Net assets, at end of year	\$ 36,161,943	\$ 18,641,866	\$ 54,803,809	\$ 53,880,232

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

**ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL**  
**STATEMENTS OF FUNCTIONAL EXPENSES**  
**for the year ended December 31, 2017**  
**(with summarized financial information as of December 31, 2016)**

	2017					2016
	Programs	Fundraising	Public Relations	Management and General	Total	Total
Overseas program costs:						
U.S. Government grants:						
Federal assistance:						
Commodities - distributed	\$ 1,768,047	\$ -	\$ -	\$ -	\$ 1,768,047	\$ 2,979,206
Ocean and inland freight	357,145	-	-	-	357,145	1,564,283
Grants - direct	18,028,899	-	-	-	18,028,899	17,176,284
Grants - subrecipient	3,458,938	-	-	-	3,458,938	2,184,491
ADRA funding	937,766	-	-	-	937,766	452,350
Donated materials	9,345,447	-	-	-	9,345,447	7,320,752
Development and relief projects and disaster assistance	11,811,855	-	-	-	11,811,855	8,437,080
Grants - other	2,860,511	-	-	-	2,860,511	1,449,779
Freight and handling fees	6,453	-	-	-	6,453	4,561
General and administrative costs:						
Personnel and related costs	1,620,874	584,018	581,817	8,527,744	11,314,453	11,179,347
Travel	327,789	58,622	72,213	741,071	1,199,695	964,826
Rent	98,990	55,105	52,362	621,384	827,841	850,036
Depreciation	2,433	2,072	2,301	82,437	89,243	81,800
Other	-	757,121	636,611	3,573,084	4,966,816	3,834,219
Salary and travel allocation	(1,948,663)	-	-	(7,021)	(1,955,684)	(1,874,474)
Overhead allocated to grants	-	-	-	(4,448,503)	(4,448,503)	(3,716,147)
 Total expenses	 <u>\$ 48,676,484</u>	 <u>\$ 1,456,938</u>	 <u>\$ 1,345,304</u>	 <u>\$ 9,090,196</u>	 <u>\$ 60,568,922</u>	 <u>\$ 52,888,393</u>

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

**ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL**  
**STATEMENTS OF CASH FLOWS**

**for the years ended December 31, 2017 and December 31, 2016**

	<b>2017</b>	<b>2016</b>
Cash flows from operating activities:		
Change in net assets	\$ 923,577	\$ 6,909,239
Adjustments to reconcile change in net assets to cash provided by operating activities:		
Depreciation	\$ 89,243	\$ 81,800
(Gain) loss on sale of fixed assets	(417)	(360)
Dividends reinvested	(581,838)	(659,915)
Realized/Unrealized (gain) loss on securities	(4,251,750)	(1,365,853)
Receipt of contributed securities	(28,983)	(28,803)
Sale of contributed securities	39,793	15,760
Bad debt expense	(218,475)	-
(Increase) decrease in net amounts due from affiliates	(282,888)	(1,021,693)
(Increase) decrease in amounts due from government agency	285,443	83,847
(Increase) decrease in other receivables	(668,840)	(55,985)
(Increase) decrease in contributions receivable	406,435	(342,122)
(Increase) decrease in inventories	3,163,304	(3,408,071)
(Increase) decrease in prepaid expenses	(37,528)	(23,532)
(Increase) decrease in agency funds - asset	(1,170,734)	(308,475)
(Increase) decrease in contributions receivable - long term	6,884	(281,942)
Increase (decrease) in accounts payable	667,996	(675,265)
Increase (decrease) in accrued expenses	1,003,298	860,857
Increase (decrease) in amounts due to affiliates	(254,695)	(76,070)
Increase (decrease) in amounts due to government agency	(142,242)	(203,325)
Increase (decrease) in amounts due to other	27,816	1,421,975
Increase (decrease) in agency funds - liability	1,170,734	308,475
Total adjustments	(777,444)	(5,678,697)
Net cash flow provided by operating activities:	\$ 146,133	\$ 1,230,542
Cash flows from investing activities:		
Purchase of securities	\$ (1,401)	\$ -
New loans to affiliates	(508,600)	-
Loans to other	(48,586)	-
Purchases of furniture and equipment	(344,229)	(101,431)
Proceeds from sale of fixed assets	417	360
Net cash flows (used in) investing activities:	\$ (902,399)	\$ (101,071)
Net (decrease) increase in cash and cash equivalents	(756,266)	1,129,471
Cash and cash equivalents, at beginning of year	10,575,409	9,445,938
Cash and cash equivalents, at end of year	\$ 9,819,143	\$ 10,575,409
Supplemental disclosure of cash flow information		
Non cash investing activities:		
Donated Securities	\$ 28,983	\$ 28,803
Reinvested dividends and interest	\$ 581,838	\$ 659,915

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



# ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL

## NOTES TO FINANCIAL STATEMENTS

for the years ended December 31, 2017 and December 31, 2016

### 1. Organization and Purpose

The Adventist Development and Relief Agency International (ADRA) is a not-for-profit corporation organized under the District of Columbia law. ADRA was established by the Seventh-day Adventist Church for the purpose of providing aid to charitable, educational and developmental endeavors throughout the world, without regard to race, gender, political or religious affiliation. ADRA maintains an active relationship with the General Conference of Seventh-day Adventist, which is the headquarters for the Seventh-day Adventist Church. Activity with the General Conference and its other church related entities are classified as affiliates and disclosed in Note 7.

### 2. Summary of Significant Accounting Policies

#### Basis of Accounting

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

The accompanying financial statements do not include the revenue, expenses, assets, liabilities, and net assets of ADRA's affiliate implementing partners. ADRA's implementing partners include some subrecipient non-government organizations and ADRA affiliate implementing partners operating outside of the United States. This subset of ADRA's implementing partners, referred to herein as affiliate implementing partners although related to the Seventh-day Adventist Church, are not under the control of ADRA and therefore are not consolidated.

The financial statements include certain prior year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with GAAP. Accordingly, such information should be read in conjunction with ADRA's financial statements for the year ended December 31, 2016, from which the summarized information was derived.

#### Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make certain estimates and assumptions. These estimates and assumptions affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements, as well as the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates. The amounts ADRA will ultimately realize could differ from the estimates in the near term. Significant estimates include assessing the fair value of investments, contributions receivables, gifts-in-kind, inventory related to commodities.

# ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL

## NOTES TO FINANCIAL STATEMENTS

for the years ended December 31, 2017 and December 31, 2016

### **Cash and Cash Equivalents**

Cash and cash equivalents include checking account balances in various banks and money market funds invested in the General Conference (GC) Money Fund with original maturities of ninety days or less. Cash equivalents held in the GC Money fund are classified as level 2 under the Financial Accounting Standards Board Financial Accounting Standards Codification Topic 820 Fair Value Measurement (ASC 820) fair value hierarchy.

### **Fair Value of Financial Instruments**

The value of all financial instruments on the Statement of Financial Position is approximated at fair value, including in-kind donations of stock.

ASC 820 requires additional disclosure about the sources of information used to determine the fair values of assets and liabilities, and expands disclosure about fair value measurements. ASC 820 also establishes a hierarchy of valuation methodologies based on the extent to which asset valuations are observable in the marketplace. The following describes the hierarchy of methodologies used to measure fair value:

- Level 1: Observable inputs such as quoted prices (unadjusted) in active markets for identical assets or liabilities;
- Level 2: Inputs other than quoted prices that are observable for the asset or liability, either directly or indirectly. These include quoted prices for similar assets or liabilities in active markets and quoted prices for identical or similar assets or liabilities in markets that are not active;
- Level 3: Unobservable inputs that reflect the reporting entity's own assumptions.

### **Investments**

The fair values of the investments in the General Conference Corporation of the Seventh-day Adventist Church (General Conference) unitized funds are based on the unit value of each fund and the number of units owned. Unit values are calculated each month by the Investment Office of the General Conference, based on portfolio values provided by the funds' custodian, the net asset value of other assets and the total number of units held by the participants. The General Conference is the trustee of the unitized funds. The fair value of investment in the GC Unitized funds is assessed on a recurring basis and the inputs utilized in determining fair value are summarized in the additional disclosure presented in Note 6.

### **Split-interest Agreements**

Contributions receivable representing split-interest agreements where ADRA is a beneficiary of a charitable gift annuity or trust held by a third party are initially recorded at fair value and re-measured annually based on valuations provided by the third party administrator which factor in net present value of future cash flows. Split interest agreements are classified as level 3, as presented in Note 5.

# ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL

## NOTES TO FINANCIAL STATEMENTS

for the years ended December 31, 2017 and December 31, 2016

### **Inventories**

Purchased inventory, which includes pre-positioned inventory, is carried at original cost by applying the specific identification method except for premiums inventory which is valued using the weighted average cost method. Other donated materials are valued at estimated fair value at the date of receipt through reference to available fair values for similar items. Donation of food commodities received for monetization programs is reported at fair value. Valuation of donated food commodities from the U.S. Government for distribution is provided by the Commodity Credit Corporation (CCC).

### **Furniture and Equipment**

Furniture and equipment are capitalized at cost and depreciated on a straight-line basis over the estimated useful lives of the respective assets, which range from three to ten years. Grant related fixed asset procurements are expensed in the year of acquisition. The donor, at its discretion, determines whether furniture and equipment procured using grant funds are to be returned or retained by ADRA for use in similar programs upon grant conclusion.

### **Agency Funds**

Agency Funds are held to facilitate unconsolidated affiliate office transactions. Amounts are held in ADRA bank accounts and reported as Agency Funds on the Statement of Financial Position.

### **Public Support**

Unrestricted and temporarily restricted donations are recognized as support when received.

All contributions are considered to be available for unrestricted use unless specifically restricted by the donor for either purpose or time. The unrestricted net assets are used to account for resources over which ADRA's Board of Directors has discretionary control for use within the limitations imposed by its charter and bylaws.

A donor restriction expires when a stipulated time restriction ends or when a purpose restriction is accomplished. Upon expiration, temporarily restricted net assets are reclassified to unrestricted net assets and are reported in the Statement of Activities as net assets released from restrictions. Restricted contributions received in the same year in which the restrictions are met are recorded as an increase to restricted support at the time of receipt and as net assets released from restrictions.

ADRA reports gifts of long-lived assets as unrestricted support unless explicit donor stipulations specify how the donated assets must be used. Gifts of long-lived assets with explicit restrictions that specify how the donated assets must be used and gifts of cash and other assets that must be used to acquire long-lived assets are reported as restricted support. Absent explicit donor stipulations about how long those long-lived assets must be maintained, ADRA reports expirations of donor restrictions when the donated or acquired long-lived assets are placed in service.

Other grants are recognized as unrestricted support when received, and the related project costs are recorded as expenses when incurred. Generally, grant expenses are incurred when grant funds are disbursed to implementing partners and adjusted for unexpended amount at the period end.

# ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL

## NOTES TO FINANCIAL STATEMENTS

for the years ended December 31, 2017 and December 31, 2016

### **Government Support and Related Project Costs**

Government grants are recognized as unrestricted support when received, and the related project costs are recorded as expenses when incurred. Generally, grant expenses are incurred when grant funds are disbursed to implementing partners and adjusted for unexpended amount at the period end.

Ocean freight for monetized and distributed commodities are recognized as unrestricted support when received and deemed expended when the commodities are on board. Inland freight for distributed commodities are recognized as unrestricted support and expensed when incurred.

Commodities to be distributed that were donated by the U.S. Government are recorded as U.S. Government support when received and expensed at amounts representing the fair value of commodities as determined by CCC when the commodities arrive at the destination port. For distributed commodities at sea on December 31, revenue is recognized and the commodities are recorded as inventory.

Commodities received for monetization programs are recorded as assets and liabilities at their fair value at the time of transfer of title, and the valuation is adjusted as necessary subsequent to the sale of such commodities (monetization). Assets are first recognized as inventory at the time of transfer of ownership from the U.S. Government until title is transferred to the buyer. At this point the inventory is converted to other receivables, and is held as such until actual cash collection. When another organization controls the commodities, as in consortium arrangements, assets and liabilities are recorded when proceeds are received from the sale of such commodities. The proceeds from the sale are controlled by ADRA for disbursement to the implementing partners as needed. Expenses are recorded consistent with the recognition of all other cash grants, as the proceeds from sale are disbursed for program expenditures.

Indirect cost recovery from such grants and agreements is recorded as support when the related direct costs are incurred.

Other grants are recognized as unrestricted support when received, and the related project costs are recorded as expenses when incurred. Generally, grant expenses are incurred when grant funds are disbursed to implementing partners and adjusted for unexpended amounts at the period end.

### **Donated Materials**

ADRA receives donations of food commodities, educational material, medical equipment and supplies, clothing, and other commodities for use in relief and development programs.

ADRA accounts for donated materials in accordance with generally accepted accounting principles and also applies the industry standards developed by an interagency taskforce appointed by the Association of Evangelical Relief and Development Organization (AERDO), the Interagency Gifts In Kind Standards. ADRA only records the value of gifts-in-kind for which ADRA was either the original recipient of the gift, was involved in partnership with another end-user agency organization for distribution internationally, or if gifts-in-kind are used in ADRA programs.

# ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL

## NOTES TO FINANCIAL STATEMENTS

for the years ended December 31, 2017 and December 31, 2016

ADRA retains final discretion over their ultimate disposition. Contributions of donated materials are recognized as support when received, expensed when disbursed to programs, and are recorded at their estimated fair value.

### **Functional Expenses**

ADRA allocates its expenses on a functional basis among its various programs and support services. Expenses that can be identified with a specific program and support service are charged directly according to their natural expenditure classification.

### **Income Taxes**

ADRA is a not-for-profit corporation whose revenue is derived from contributions and other fundraising activities, and is exempt from federal and state income taxes in accordance with Section 501(c)(3) of the Internal Revenue Code.

### **Advertising**

Expenses for advertising to promote ADRA's image is recognized in the period incurred and recorded in the Statement of Functional Expense under Public Relations. Further details of such activity are provided in Note 17.

### **Subsequent Events**

Subsequent events have been evaluated through June 07, 2018, which is the date the financial statements were available to be issued.

## **3. U.S. Government Grants**

ADRA receives various grants from agencies of the U.S. Government for the purpose of furthering its development and relief efforts in various countries throughout the world. These grants are principally received from the U.S. Agency for International Development (USAID) and typically have performance periods of multiple years. As a significant portion of the revenue for ADRA is derived from one source, USAID, there exists concentration risk for ADRA. During 2017 and 2016 respectively, ADRA received 34% and 39% of its total revenue from USAID directly, and 6% and 4% from sub-awards revenue whose source of funding is USAID. The grants are administered by ADRA, which generally disburses funds or renders commodities received, to affiliate implementing partners, which are under the direction of the local division of the Seventh-day Adventist Church. The implementing partners are responsible to ADRA for fulfillment of the grant requirements and for reporting and control of related expenditures.

## **4. Concentration of Credit Risk**

Cash and cash equivalents include demand deposits which are maintained at various financial institutions in the United States (domestic) and foreign countries. Significant portions of the domestic cash are held with the General Conference unitized investment funds and in a money

# ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL

## NOTES TO FINANCIAL STATEMENTS

for the years ended December 31, 2017 and December 31, 2016

market fund as detailed in Note 6 and 7, respectively. The total deposits at institutions in the United States at times exceed FDIC insurance limits, while those accounts held at institutions outside the United States are not covered by insurance. As of December 31, 2017 and 2016, domestic deposits of \$9,735,603 and \$8,948,906, respectively, were in excess of FDIC insurance. ADRA has not experienced a loss due to concentration of credit risk, and does not expect such a loss to occur.

### 5. Fair Value

ADRA has adopted FASB guidance on fair value measurements and disclosures. This standard establishes a framework for measuring fair value, establishes a fair value hierarchy described in Note 2, and expands disclosure requirements for fair value measurements. As defined in the guidance, fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date (exit price). Items subject to fair value measurements include the General Conference Money Fund - a cash equivalent, Investments - includes various unitized funds for which the General Conference is trustee and donated stock, and split-interest agreements held by a third party.

For the General Conference Money Fund and investments the valuations are calculated by the investment manager based on the number of units owned in each fund. Valuation techniques take into account each fund's underlying assets and include traditional valuation methods such as cost and market approaches. Investment funds that are valued and redeemable at Net Asset Value, require no adjustments to the valuation provided by the General Conference and have no redemption restrictions, are classified as level 2. Donated stock that are publicly traded are classified as level 1.

Split-interest agreements held by a third party are valued at the present value of future cash flows. Charitable gift annuities valuations are performed by the third party administrator who factors in net present value of future cash flows expected to be received over the term of the agreement. ADRA relies on the valuations presented by the third party that are independently audited. Change in value of split-interest are recorded annually, with the exception of maturities that are recorded when they occur. ADRA monitors that new gifts reflect its percentage of the remainder, and distributions occur in accordance with the activity voted by the Trust Service Committee of the General Conference, of which ADRA has representation. Since the valuation requires judgment and estimates, ADRA's interests in these agreements are included in level 3.

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

**ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL**  
**NOTES TO FINANCIAL STATEMENTS**  
**as of December 31, 2017 and December 31, 2016**

The following table presents the financial instruments carried at fair value as of December 31, 2017 and 2016, by level within the fair value hierarchy, as defined in Note 2.

	2017			Total
	Level 1	Level 2	Level 3	
General Conference Money Fund <sup>1</sup>	\$ -	\$ 6,423,645	\$ -	\$ 6,423,645
Investments ( <i>see note 6</i> )	5,889	45,166,554	-	45,172,443
Split-interest <sup>2</sup>	-	-	1,178,386	1,178,386
Total assets measured at fair value	<u>\$ 5,889</u>	<u>\$ 51,590,199</u>	<u>\$ 1,178,386</u>	<u>\$ 52,774,474</u>

  

	2016			Total
	Level 1	Level 2	Level 3	
General Conference Money Fund <sup>1</sup>	\$ -	\$ 7,364,163	\$ -	\$ 7,364,163
Investments ( <i>see note 6</i> )	15,640	40,332,624	-	40,348,264
Split-interest <sup>2</sup>	-	-	990,442	990,442
Total assets measured at fair value	<u>\$ 15,640</u>	<u>\$ 47,696,787</u>	<u>\$ 990,442</u>	<u>\$ 48,702,869</u>

<sup>1</sup> General Conference Money Fund is included in cash and cash equivalents in the Statement of Financial Position, and further described in Note 7.

<sup>2</sup> Split-interest are a part of contributions receivable, and contributions receivable-long term in the Statement of Financial Position.

**Changes in Level 3 Assets**

The following table is a roll forward of the statement of financial position amounts for financial instruments classified by ADRA within Level 3 of the fair value hierarchy as defined in Note 2.

	Split-interest
Balance at January 1, 2016	\$ 949,587
Net realized/unrealized gains (losses)	117,429
Maturities	(169,297)
New Gifts	92,723
Balance at December 31, 2016	<u>\$ 990,442</u>
Net realized/unrealized gains (losses)	\$ 174,933
Maturities	\$ (79,939)
New Gifts	\$ 92,950
Balance at December 31, 2017	<u>\$ 1,178,386</u>

Realized/unrealized gains(losses) included in changes in net assets for the years ended December 31, 2017 and 2016 respectively are reported in support and revenue as follows:

	Investment and other	
	2017	2016
Total gains (losses) included in changes in net assets	\$ 174,933	\$ 117,429
Change in unrealized gains (losses) relating to assets still held at year end	\$ 112,392	\$ 1,678

**ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL**  
**NOTES TO FINANCIAL STATEMENTS**  
**as of December 31, 2017 and December 31, 2016**

**6. Investments**

Investments as of December 31, 2017 and 2016, which consist of units held in various unitized funds for which the General Conference is the trustee, are summarized below. The fair value measurement of the unitized funds is based on their net asset values which is a level 2 input as per Note 2.

	2017			2016		
	Cost	Fair Value	Accumulated Unrealized Appreciation (Decline)	Cost	Fair Value	Accumulated Unrealized Appreciation (Decline)
Unitized GC Large Cap/U.S Equity Fund	\$ 7,809,222	\$ 11,813,521	\$ 4,004,299	\$ 7,669,168	\$ 10,138,002	\$ 2,468,834
Unitized GC International fund	9,676,704	7,014,915	(2,661,789)	9,557,119	5,865,099	(3,692,020)
Unitized GC Small Cap/US Equity Fund	2,329,820	2,860,155	530,335	2,307,969	2,584,630	276,661
Unitized GC Emerging Markets Fund	2,780,228	2,298,682	(481,546)	2,753,467	1,841,783	(911,684)
Unitized GC Income Fund	9,415,685	9,771,833	356,148	9,249,361	9,192,484	(56,877)
Unitized GC Bond Fund	4,574,176	4,542,461	(31,715)	4,490,979	4,440,601	(50,378)
Unitized Capital Preservation Fund	2,320,974	2,324,460	3,486	2,296,908	2,231,913	(64,995)
Unitized Global Opportunities Fund	4,300,000	4,540,527	240,527	4,300,000	4,038,112	(261,888)
Donated Stock & Other Securities	5,889	5,889	-	15,640	15,640	-
	<u>\$ 43,212,698</u>	<u>\$ 45,172,443</u>	<u>\$ 1,959,745</u>	<u>\$ 42,640,611</u>	<u>\$ 40,348,264</u>	<u>\$ (2,292,347)</u>

Investment income for the years ended December 31, 2017 and 2016 is summarized below.

	2017	2016
Dividends and interest	\$ 581,838	\$ 659,915
Net realized loss on sale of investments	(343)	(203)
Net unrealized gain in value of investments	4,252,093	1,366,056
Total investment income	<u>\$ 4,833,588</u>	<u>\$ 2,025,768</u>

Investment management fees for 2017 and 2016 were \$170,342 and \$146,994 respectively.



**ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL**  
**NOTES TO FINANCIAL STATEMENTS**  
**as of December 31, 2017 and December 31, 2016**

**7. Transactions With Affiliated Entities:**

Amounts due from (to) affiliates at December 31, 2017 and 2016 consist of the following:

	<u>2017</u>	<u>2016</u>
Net amounts due from affiliates:		
ADRA – Canada	\$ 3,127	\$ 1,262
ADRA – Ghana	54,248	-
ADRA – India	1,615	-
ADRA – Jamaica	-	194
ADRA – Kenya	6,505	4,531
ADRA – Malawi	4,998	7,075
ADRA – South Sudan	-	10,493
ADRA – Sudan	5,780	1,866
ADRA – Yemen	664,330	-
ADRA – Zimbabwe	-	25,252
General Conference	324,850	331,941
North American Division	420,746	244,298
Other Affiliated Organizations	503,036	1,079,435
	<u>\$ 1,989,235</u>	<u>\$ 1,706,347</u>

Amounts due to affiliates:		
ADRA – Africa Regional Office	\$ 155,915	\$ 159,355
ADRA – Asia	106,417	62,969
ADRA – Democratic Republic of Congo (East)	-	7,753
ADRA – Ghana	-	6,908
ADRA – India	2,554	3,789
ADRA – Madagascar	229	-
ADRA – Mozambique	-	1,383
ADRA – Somalia	1,623	-
ADRA – South Sudan	-	-
ADRA – Yemen	-	295,375
ADRA – Zimbabwe	16,100	-
Other Affiliated Organizations	909,754	909,755
	<u>\$ 1,192,592</u>	<u>\$ 1,447,287</u>

# ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL

## NOTES TO FINANCIAL STATEMENTS

for the years ended December 31, 2017 and December 31, 2016

Amounts due from the General Conference, include direct and indirect public support collected by the General Conference for ADRA. The amount due from the General Conference is net of amounts due to the General Conference for services provided by the General Conference to ADRA, such as utilities, facility operation, and general services. Total amounts billed to ADRA for these services were \$521,992 and \$541,254, resulting in a net receivable of \$324,850 and \$331,941 for the years ended December 31, 2017 and 2016, respectively.

ADRA has its principal office in the facility owned by the General Conference. The rental value of that facility has been recognized as an in-kind donation in the Statement of Activities and is included in the Seventh-day Adventist Church public support. The amount was \$305,849 and \$308,782 for the years ended December 31, 2017 and 2016, respectively.

Investment income earned on the General Conference Money Fund for the years ended December 31, 2017 and 2016 was \$74,635 and \$35,449 respectively, which is included in investment and other revenue, net in the Statement of Activities. These earnings were generated from the General Conference Money Fund ending balances as of December 31, 2017 and 2016 totaling \$6,423,645 and \$7,364,163, respectively, and which are reflected in the Statement of Financial Position as part of cash and cash equivalents.

Investment income earned on unitized funds for which the General Conference is trustee for the years ended December 31, 2017 and 2016 was \$581,838 and \$659,915 respectively, which is included in Investment and other revenue in the Statement of Activities. These earnings relate to investments held as of December 31, 2017 and 2016 totaling \$45,166,554 and \$40,332,623 respectively. See Note 6 for additional disclosures.

Contributions from the Seventh-day Adventist Church are reflected in the Statement of Activities for the years ended December 31, 2017 and 2016 as follows:

	<u>2017</u>	<u>2016</u>
Disaster and famine relief offering	\$ 2,169,719	\$ 2,080,658
Institutional Support	31,807	94,423
Tithe	224,381	224,381
Non tithe	521,992	541,254
Rent	305,849	308,782
Appropriations for field offices	<u>2,119,536</u>	<u>1,904,067</u>
	<u>\$ 5,373,284</u>	<u>\$ 5,153,565</u>

As of December 31, 2017, and 2016, ADRA passed through \$18,321,331 and \$19,527,660, respectively, of U.S. government grants to affiliate implementing partners as sub recipients of their federal awards.

**ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL**

**NOTES TO FINANCIAL STATEMENTS**

**for the years ended December 31, 2017 and December 31, 2016**

**8. Amounts Due from Government Agency**

Amounts due from government agency at December 31, 2017 and 2016 consist of the following:

	<u>2017</u>	<u>2016</u>
Amount due from government agency	\$ 1,132,316	\$ 1,140,809
Less allowance for uncollectible receivables	<u>(138,475)</u>	<u>-</u>
	<u>\$ 993,841</u>	<u>\$ 1,140,809</u>

**9. Contributions Receivable**

Contributions receivable consist of estates, installment pledges, and irrevocable split-interest agreements including charitable gift annuities and trusts in which ADRA has either lead or remainder interest. These amounts are recorded at the present value of future cash flows, which is based on the actuarial calculations using fair market value of the assets, IRS life expectancy tables and industry standards for discount rates.

	<u>2017</u>	<u>2016</u>
<u>Less than one year</u>		
Estates and installments	\$ 237,779	\$ 564,214
Split-interest agreements	<u>15,000</u>	<u>15,000</u>
	\$ 252,779	\$ 579,214
 <u>One to five years</u>		
Estates and installments	\$ 180,096	\$ 374,924
Split-interest agreements	<u>1,163,386</u>	<u>975,442</u>
Contributions receivable – long term, net	\$ 1,343,482	\$ 1,350,366
	<u>\$ 1,596,261</u>	<u>\$ 1,929,580</u>
 Present value discounts	\$ 47,209	\$ 64,535
Allowance for uncollectible pledged contributions	\$ (527,836)	\$ (507,802)

**ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL**

**NOTES TO FINANCIAL STATEMENTS**

**for the years ended December 31, 2017 and December 31, 2016**

**10. Inventories**

Inventories at December 31, 2017 and 2016 consist of the following:

	<u>2017</u>	<u>2016</u>
Purchased	\$ 144,970	\$ 130,502
Donated	<u>811,923</u>	<u>3,989,695</u>
	<u>\$ 956,893</u>	<u>\$ 4,120,197</u>

**11. Furniture and Equipment**

Furniture and equipment at December 31, 2017 and 2016 consists of the following:

	<u>2017</u>	<u>2016</u>
Furniture and equipment	\$ 867,380	\$ 840,119
Less accumulated depreciation	(682,577)	(620,585)
Assets under construction	<u>289,717</u>	<u>-</u>
	<u>\$ 474,520</u>	<u>\$ 219,534</u>

**ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL**

**NOTES TO FINANCIAL STATEMENTS**

**for the years ended December 31, 2017 and December 31, 2016**

**12. Temporarily Restricted Net Assets**

Temporarily restricted net assets as of December 31, 2017 and 2016 are available for the following purposes:

	<u>2017</u>	<u>2016</u>
Africa	\$ 555,475	\$ 689,360
Asia	153,672	123,847
Central America	267,808	433,496
Europe	58,982	110,305
North America	711,032	352,155
South America	18,496	93,484
South Pacific	95,548	95,098
Children	1,675,620	1,497,528
Economic development	17,876	3,830
Education	147,119	111,235
Emergency - disaster	3,223,669	2,984,525
Food	7,565,683	7,193,112
Health	1,955,501	960,435
Matching Grant	14,299	-
Restricted as to time	1,558,761	1,769,580
Term endowment	94,178	98,146
Other	<u>528,147</u>	<u>3,048,732</u>
	<u>\$ 18,641,866</u>	<u>\$ 19,564,868</u>

Temporarily restricted net assets were released during the years ended December 31, 2017 and 2016 as follows:

	<u>2017</u>	<u>2016</u>
Satisfaction of program restriction	\$ 13,948,967	\$ 10,113,230
Satisfaction of time restriction	<u>47,314</u>	<u>86,380</u>
	<u>\$ 13,996,281</u>	<u>\$ 10,199,610</u>

**ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL**

**NOTES TO FINANCIAL STATEMENTS**

**for the years ended December 31, 2017 and December 31, 2016**

**13. Retirement Plan**

Eligible ADRA employees are covered by the Seventh-day Adventist Retirement Plan of the North America Division. The Retirement Plan is a multi-employer, defined benefit retirement plan for employees of the General Conference and its affiliates. The Retirement Plan provides for assistance of eligible employees, their spouses, and dependent children, and the eligible spouses and children of deceased participants. Benefits of the Retirement Plan include retirement allowance for the employee and the qualifying spouse, health care assistance, and death benefits.

The Retirement Plan was active through 1999, and continues to be actively funded by contributions of the participating entities. The contributions are calculated as a percentage of audited remuneration data for the fiscal year ending two years prior to the billing period. ADRA's exposure is their share of the unfunded actuarial liability. Financial information of the Retirement Plan's underlying assets, contributions, and actuarial liability are unavailable for disclosure. The Retirement Plan is exempt from IRS filings.

For the years ending December 31, 2017 and 2016 retirement expense of the Retirement Plan contributions consist of the following:

	<u>2017</u>	<u>2016</u>
Retirement	\$ 422,615	\$ 398,792
Health Care	<u>204,037</u>	<u>192,520</u>
	<u>\$ 626,652</u>	<u>\$ 591,312</u>

ADRA also participates in a multi-employer defined contribution retirement plan. The basic employer contribution rate is 5% of eligible wages. In addition, ADRA will match employee's contribution up to an additional 3%. Contributions to the defined contribution plan were \$436,190 and \$404,722, for 2017 and 2016, respectively.

# ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL

## NOTES TO FINANCIAL STATEMENTS

for the years ended December 31, 2017 and December 31, 2016

### 14. Commitments and Contingencies

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. These audits may result in a liability payable to the grantor. The amount of expenditures, if any, which may be potentially disallowed, cannot be determined at this time, although ADRA expects such amount to be immaterial.

In connection with its ongoing relationship with USAID and the regulatory provision for its Negotiated Indirect Cost Rate Agreement (NICRA), ADRA has been involved in a process to finalize provisional rates, settle any resulting adjustments as needed and close those grants affected. ADRA has finalized rates through 2014 and has been given new provisional rates for the years 2015 and onward until amended. ADRA is currently reviewing the closing process for the years finalized, and is analyzing the subsequent year in which only preliminary rates exist. While additional revenue or expense may result, ADRA does not believe the net amount will be material based on the current analysis.

ADRA had an arrangement with the General Conference to guarantee home loans for ADRA employees held by the General Conference under denominational policy. Collateral for loans already established are held by the General Conference in the form of recorded first and second liens against the properties. The total amount of these loans as of December 31, 2017 and 2016 was \$3,462,926 and \$2,420,473 respectively. When a foreclosure arises, ADRA's exposure is limited to the difference between the outstanding loan balance and the value of the collateral as defined in the loan agreement.

### 15. Grant Compliance

Government grants and contracts are considered to be exchange transactions, the majority of which are cost-reimbursable grants. Revenue, including approved indirect cost recovery, is recognized when allowable costs have been incurred. ADRA's costs incurred under its government awards are subject to audit by government agencies. Management believes that disallowance of costs, if any, would not have a material impact on the accompanying financial statements

### 16. Gifts in Kind

For the years ended December 31, 2017 and 2016, gifts in kind were received from other non-profit organizations of \$6,751,747 and \$10,045,594, respectively. For the years ended December 31, 2017 and 2016, gifts in kind were distributed to affiliate implementing partners of \$9,345,447 and \$7,320,752, respectively.

**ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL**  
**NOTES TO FINANCIAL STATEMENTS**  
for the years ended December 31, 2017 and December 31, 2016

**17. Supporting Services**

Details of supporting services for the years ended December 31, 2017, and December 31, 2016 are as follows:

	Fundraising					
	2017					2016
	Marketing	Administration	Programs	Finance	Total Fundraising	Total Fundraising
General and administrative costs:						
Personnel and related costs	\$ 579,760	\$ 2,459	\$ 720	\$ 1,079	\$ 584,018	\$ 433,489
Travel	53,891	-	4,731	-	58,622	33,889
Rent	54,749	262	25	69	55,105	53,100
Depreciation	2,046	25	-	1	2,072	2,253
Other (see additional detail)	745,966	-	-	11,155	757,121	784,119
Salary and travel allocation	-	-	-	-	-	-
<b>Total Fundraising</b>	<b>\$ 1,436,412</b>	<b>\$ 2,746</b>	<b>\$ 5,476</b>	<b>\$ 12,304</b>	<b>\$ 1,456,938</b>	<b>\$ 1,306,850</b>
	Public Relations					
	2017					2016
	Marketing	Administration	Programs	Finance	Total Public Relations	Total Public Relations
General and administrative costs:						
Personnel and related costs	\$ 464,096	\$ 111,294	\$ 5,856	\$ 571	\$ 581,817	\$ 323,028
Travel	50,832	16,287	5,094	-	72,213	109,671
Rent	43,827	8,124	375	36	52,362	7,082
Depreciation	1,638	663	-	-	2,301	457
Other (see additional detail)	376,335	259,226	1,050	-	636,611	201,119
Salary and travel allocation	-	-	-	-	-	-
<b>Total Public Relations</b>	<b>\$ 936,728</b>	<b>\$ 395,594</b>	<b>\$ 12,375</b>	<b>\$ 607</b>	<b>\$ 1,345,304</b>	<b>\$ 641,357</b>
	Management and General					
	2017					2016
	Marketing	Administration	Programs	Finance	Total Management and General	Total Management and General
General and administrative costs:						
Personnel and related costs	\$ 894,332	\$ 3,362,964	\$ 2,505,693	\$ 1,764,755	\$ 8,527,744	\$ 8,814,077
Travel	69,412	372,625	245,160	53,875	741,072	563,150
Rent	100,660	266,232	140,364	114,128	621,384	686,158
Depreciation	3,761	75,815	945	1,916	82,437	78,505
Other (see additional detail)	637,644	1,868,916	488,827	577,697	3,573,084	2,848,981
Salary and travel allocation	(1,175)	-	(5,847)	-	(7,022)	(7,605)
Overhead recovered from grants	-	-	(4,448,503)	-	(4,448,503)	(3,716,147)
<b>Total Management and General</b>	<b>\$ 1,704,634</b>	<b>\$ 5,946,552</b>	<b>\$ (1,073,361)</b>	<b>\$ 2,512,371</b>	<b>\$ 9,090,196</b>	<b>\$ 9,267,119</b>



**ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL**  
**NOTES TO FINANCIAL STATEMENTS**  
**for the years ended December 31, 2017 and December 31, 2016**

Further details of other fundraising and public relations expense during the years ended December 31, 2017 and December 31, 2016 are as follows:

	2017			
	Fundraising	Public Relations	Management and General	Total
Maintenance and repairs	\$ -	\$ -	\$ 198,352	\$ 198,352
Management and administration	11,155	16,814	901,058	929,027
Materials and supplies	7,477	14,748	437,233	459,458
Postage and telecommunications	7,832	40,162	202,352	250,346
Professional services	112,049	114,217	1,339,193	1,565,459
Public education/awareness	-	-	14,720	14,720
Publication and printing	618,608	74,734	6,343	699,685
Transportation, handling and warehousing	-	-	121,102	121,102
Promotion/advertising	-	375,936	-	375,936
Entertainment	-	-	50,363	50,363
Miscellaneous	-	-	302,368	302,368
	<u>\$ 757,121</u>	<u>\$ 636,611</u>	<u>\$ 3,573,084</u>	<u>\$ 4,966,816</u>

	2016			
	Fundraising	Public Relations	Management and General	Total
Maintenance and repairs	\$ -	\$ -	\$ 135,543	\$ 135,543
Management and administration	11,030	20,325	740,859	772,214
Materials and supplies	153	61	180,421	180,635
Postage and telecommunications	7,100	69,934	171,093	248,127
Professional services	28,090	21,962	1,435,406	1,485,458
Public education/awareness	-	-	13,975	13,975
Publication and printing	737,094	12,844	15,085	765,023
Transportation, handling and warehousing	-	-	28,842	28,842
Promotion/advertising	652	75,993	-	76,645
Entertainment	-	-	75,478	75,478
Miscellaneous	-	-	52,279	52,279
	<u>\$ 784,119</u>	<u>\$ 201,119</u>	<u>\$ 2,848,981</u>	<u>\$ 3,834,219</u>

**ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL**

**NOTES TO FINANCIAL STATEMENTS**

**for the years ended December 31, 2017 and December 31, 2016**

**18. ADRA Board Designated Funds**

During 2017 the ADRA Board of Directors (the Board) designated \$3,000,000 to initiate implementation of a new strategic framework. As of December 2017, \$130,105 has been met.

During 2015 and 2016 the ADRA Board of Directors (the Board) designated \$2,000,000 for capacity building focused on strategically repositioning the ADRA network to compete for funding opportunities. As of December 2017, \$439,699 has been met.

In 2007 and the following year, the ADRA Board of Directors adopted a multiyear plan to designate a total of \$8,000,000 for “Capacity Building and New Development”. As of December 31, 2017 the commitment has been met.

The Board designated amounts are included in the Unrestricted Net Assets in the statement of financial position.