

Albert B. Sabin Vaccine Institute, Inc.

Financial Statements
and Independent Auditors' Report

December 31, 2013 and 2012

Albert B. Sabin Vaccine Institute, Inc.

Financial Statements
December 31, 2013 and 2012

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INDEPENDENT AUDITORS' REPORT

To the Board of Trustees
Albert B. Sabin Vaccine Institute, Inc.

We have audited the accompanying financial statements of the Albert B. Sabin Vaccine Institute, Inc. ("the Institute"), which comprise the statements of financial position as of December 31, 2013 and 2012, the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Institute as of December 31, 2013 and 2012, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matter

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The supplemental information included on page 17 is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

A handwritten signature in black ink that reads "Rogers + Company PLLC". The "R" is large and stylized, and the rest of the text is written in a cursive, handwritten style.

Vienna, Virginia
May 22, 2014

Albert B. Sabin Vaccine Institute, Inc.

Statements of Financial Position
December 31, 2013 and 2012

	2013	2012
Assets		
Cash and cash equivalents	\$ 10,724,785	\$ 10,073,606
Investments	9,419,239	14,493,641
Grants receivable, net	3,948,788	2,413,487
Other receivables	70,546	35,893
Prepaid expenses and deposits	198,852	212,984
Property and equipment, net	68,059	72,324
Total assets	<u>\$ 24,430,269</u>	<u>\$ 27,301,935</u>
Liabilities and Net Assets		
Liabilities		
Accounts payable and accrued expenses	\$ 2,191,587	\$ 2,503,493
Deferred grant revenue	204,589	260,964
Deferred rent	178,246	200,265
Obligation under capital lease	3,391	6,836
Total liabilities	<u>2,577,813</u>	<u>2,971,558</u>
Net Assets		
Unrestricted	2,303,747	2,138,685
Temporarily restricted	19,548,709	22,191,692
Total net assets	<u>21,852,456</u>	<u>24,330,377</u>
Total liabilities and net assets	<u>\$ 24,430,269</u>	<u>\$ 27,301,935</u>

See accompanying notes.

Albert B. Sabin Vaccine Institute, Inc.

Statement of Activities
For the Year Ended December 31, 2013

	Unrestricted	Temporarily Restricted	Total
Revenue and Support			
Grants	\$ -	\$ 13,305,048	\$ 13,305,048
Contributions	240,380	6,525,281	6,765,661
Investment income	6,288	30,846	37,134
Membership dues	-	2,700	2,700
Released from restrictions	22,506,858	(22,506,858)	-
Total revenue and support	<u>22,753,526</u>	<u>(2,642,983)</u>	<u>20,110,543</u>
Expenses			
Program services	<u>20,425,905</u>	<u>-</u>	<u>20,425,905</u>
Supporting services:			
General and administrative	1,878,492	-	1,878,492
Fundraising	<u>284,067</u>	<u>-</u>	<u>284,067</u>
Total supporting services	<u>2,162,559</u>	<u>-</u>	<u>2,162,559</u>
Total expenses	<u>22,588,464</u>	<u>-</u>	<u>22,588,464</u>
Change in Net Assets	165,062	(2,642,983)	(2,477,921)
Net Assets, beginning of year	<u>2,138,685</u>	<u>22,191,692</u>	<u>24,330,377</u>
Net Assets, end of year	<u>\$ 2,303,747</u>	<u>\$ 19,548,709</u>	<u>\$ 21,852,456</u>

See accompanying notes.

Albert B. Sabin Vaccine Institute, Inc.Statement of Activities
For the Year Ended December 31, 2012

	Unrestricted	Temporarily Restricted	Total
Revenue and Support			
Grants	\$ -	\$ 23,067,488	\$ 23,067,488
Contributions	262,935	2,063,555	2,326,490
Investment income	2,538	28,978	31,516
Released from restrictions	21,403,074	(21,403,074)	-
Total revenue and support	<u>21,668,547</u>	<u>3,756,947</u>	<u>25,425,494</u>
Expenses			
Program services	<u>19,401,006</u>	<u>-</u>	<u>19,401,006</u>
Supporting services:			
General and administrative	1,778,843	-	1,778,843
Fundraising	<u>332,938</u>	<u>-</u>	<u>332,938</u>
Total supporting services	<u>2,111,781</u>	<u>-</u>	<u>2,111,781</u>
Total expenses	<u>21,512,787</u>	<u>-</u>	<u>21,512,787</u>
Change in Net Assets	155,760	3,756,947	3,912,707
Net Assets, beginning of year	<u>1,982,925</u>	<u>18,434,745</u>	<u>20,417,670</u>
Net Assets, end of year	<u>\$ 2,138,685</u>	<u>\$ 22,191,692</u>	<u>\$ 24,330,377</u>

Albert B. Sabin Vaccine Institute, Inc.

Statements of Cash Flows
For the Years Ended December 31, 2013 and 2012

	2013	2012
Cash Flows from Operating Activities		
Change in net assets	\$ (2,477,921)	\$ 3,912,707
Adjustments to reconcile change in net assets to net cash (used in) provided by operating activities:		
Depreciation and amortization	17,760	20,460
Net increase (decrease) in discount on grants receivable	62,465	(2,513)
Foreign exchange rate loss	987	5,755
Donated securities	(4,829)	(4,569)
Change in operating assets and liabilities:		
(Increase) decrease in grants receivable	(1,597,766)	21,276
(Increase) decrease in other receivables	(35,640)	15,683
Decrease in prepaid expenses and deposits	14,132	89,474
Decrease in accounts payable and accrued expenses	(311,906)	(1,452,745)
Decrease in deferred grant revenue	(56,375)	(184,149)
Decrease in deferred rent	(22,019)	(6,212)
Net cash (used in) provided by operating activities	(4,411,112)	2,415,167
Cash Flows from Investing Activities		
Purchase of fixed assets	(13,495)	(7,689)
Purchases of investments	(2,443,074)	(3,534,552)
Proceeds from sale of investments	7,522,305	1,102,135
Net cash provided by (used in) investing activity	5,065,736	(2,440,106)
Cash Flows from Financing Activity		
Principal payments on capital lease obligation	(3,445)	(3,196)
Net cash used in financing activity	(3,445)	(3,196)
Net Increase (Decrease) in Cash and Cash Equivalents	651,179	(28,135)
Cash and Cash Equivalents, beginning of year	10,073,606	10,101,741
Cash and Cash Equivalents, end of year	\$ 10,724,785	\$ 10,073,606

See accompanying notes.

Albert B. Sabin Vaccine Institute, Inc.

Notes to Financial Statements
December 31, 2013 and 2012

1. Nature of Operations

The Albert B. Sabin Vaccine Institute, Inc. (“the Institute”) is a not-for-profit organization that was incorporated in January 1994 under the laws of the state of Maryland to operate for charitable, educational, and scientific purposes under Section 501(c)(3) of the Internal Revenue Code (IRC). It is dedicated to continuing the work and achieving the vision of Dr. Albert Sabin to reduce needless human suffering from vaccine-preventable and neglected tropical diseases through innovative vaccine research and development; and to advocate for improved access to vaccines and essential medicines for citizens around the globe.

The Institute receives support in the form of contributions, sponsorships, and grants. Through various program activities, the Institute has been at the forefront of efforts to control, treat, and eliminate vaccine-preventable and neglected tropical diseases by developing low-cost and safe vaccines, advocating use of existing vaccines, promoting increased access to affordable medical treatments, and convening thought leaders and policy makers and facilitating linkages between like-minded organizations.

2. Summary of Significant Accounting Policies

Basis of Accounting and Presentation

The financial statements are prepared on the accrual basis of accounting following generally accepted accounting and reporting principles for not-for-profit organizations. Revenue is recognized when earned and expenses are recorded when incurred. Net assets are classified as follows:

- *Unrestricted net assets* represent funds that are not subject to donor-imposed stipulations and are available for support of the Institute’s operations. Unrestricted net assets were \$2,303,747 and \$2,138,685 at December 31, 2013 and 2012, respectively.
- *Temporarily restricted net assets* represent funds subject to donor-imposed restrictions that are met either by actions of the Institute or the passage of time. There were \$19,548,709 and \$22,191,692 in temporarily restricted net assets at December 31, 2013 and 2012, respectively.

Albert B. Sabin Vaccine Institute, Inc.

Notes to Financial Statements
December 31, 2013 and 2012

2. Summary of Significant Accounting Policies (continued)

Cash Equivalents

For the purpose of the statements of cash flows, the Institute considers as cash equivalents all highly liquid investments, which can be converted into known amounts of cash and have a maturity period of ninety days or less at the time of purchase. Excluded from this definition are amounts intended for use as investment reserves.

Investments

Investments are stated at fair value, are based on quoted market prices, and consist primarily of money market funds held for investment. Realized and unrealized gains and losses, when recognized, are reported as a component of investment income in the accompanying statements of activities.

Donated marketable securities are recorded at fair value at the time of receipt. The Institute's general policy is to liquidate these investments shortly after receipt.

Grants Receivable

Grants receivable represents amounts that have been promised but not yet received. Grants receivable beyond one year have been discounted to reflect the present value. No allowance for doubtful accounts has been recorded as management believes that all receivables are fully collectible.

Property and Equipment

Property and equipment with a cost greater than \$5,000 and a projected useful life exceeding one year are capitalized and recorded at cost. Property and equipment are stated at cost less accumulated depreciation, which is computed using the straight-line method over the assets' estimated useful lives, which range from 5 to 7 years. Upon the retirement or disposal of assets, the cost and accumulated depreciation are eliminated from the respective accounts and the resulting gain or loss is included in revenue or expenses. Expenditures for maintenance and repairs are charged to expenses as incurred.

Albert B. Sabin Vaccine Institute, Inc.

Notes to Financial Statements
December 31, 2013 and 2012

2. Summary of Significant Accounting Policies (continued)

Revenue Recognition

All grants and contributions are considered to be available for unrestricted use unless specifically restricted by the donors. The Institute reports grants and contributions as temporarily restricted support if they are received with donor or grantor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statements of activities as net assets released from restrictions.

All other revenue is recognized when earned.

Foreign Currency Transactions

The Institute has certain contracts that call for the use of transactions denominated in foreign currencies. The foreign currency transaction gains (losses) resulting from exchange rate fluctuations on transactions denominated in a currency other than the U.S. dollar are included net in program expenses on the statements of activities, as they related to programmatic revenue. The Institute experienced a net foreign currency transaction loss of \$987 and \$5,755 during the years ended December 31, 2013 and 2012, respectively.

Functional Expenses

The costs of providing the various programs and other activities have been summarized on a functional basis in the statements of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

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 estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Albert B. Sabin Vaccine Institute, Inc.

Notes to Financial Statements
December 31, 2013 and 2012

2. Summary of Significant Accounting Policies (continued)

Subsequent Events

The Institute follows the guidance of Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 855, *Subsequent Events*, which establishes general standards of accounting for and disclosure of events that occur after the statement of financial position date but before the financial statements are issued. FASB ASC 855 also requires disclosure of the date through which an entity has evaluated subsequent events. In preparing these financial statements, the Institute has evaluated events and transactions for potential recognition or disclosure through May 22, 2014, the date the financial statements were available to be issued.

3. Concentrations of Risk

Credit

Financial instruments that potentially subject the Institute to significant concentrations of credit risk consist of cash and investments. The Institute maintains interest-bearing cash deposits and investments with a financial institution that exceed insurable limits under the Federal Depository Insurance Corporation (FDIC) and Securities Investor Protection Corporation (SIPC). The Institute has not experienced any credit losses on its cash and investments to date as it relates to FDIC and SIPC insurance limits. Management periodically assesses the financial condition of these financial institutions and believes that the risk of any credit loss is minimal.

Revenue

The Institute derives its revenue and other support primarily from grants and contributions from private foundations and corporations in the pharmaceutical industry. Any material change in the level of support from these organizations could affect the Institute's program activities.

4. Investments

The following summarizes the composition of investments as of December 31:

	<u>2013</u>	<u>2012</u>
Money market funds, held for investment	\$ 9,419,239	\$ 14,493,641
Total investments	<u>\$ 9,419,239</u>	<u>\$ 14,493,641</u>

Albert B. Sabin Vaccine Institute, Inc.

Notes to Financial Statements
December 31, 2013 and 2012

4. Investments (continued)

Investment income consists of the following for the years ended December 31:

	2013	2012
Interest and dividends	\$ 24,246	\$ 30,674
Realized gain	12,888	842
Total investment income	<u>\$ 37,134</u>	<u>\$ 31,516</u>

5. Fair Value Measurements

Investments consist of money market funds. The Institute follows ASC 820, *Fair Value Measurements and Disclosures*, for its financial assets. This standard establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. Fair value measurement standards require an entity to maximize the use of observable inputs (such as quoted prices in active markets) and minimize the use of unobservable inputs (such as appraisals or other valuation techniques) to determine fair value. The categorization of a financial instrument within the hierarchy is based upon the pricing transparency of the instrument and does not necessarily correspond to the entity's perceived risk of that instrument.

The inputs used in measuring fair value are categorized into three levels. Level 1 inputs consist of unadjusted quoted prices in active markets for identical assets and liabilities and have the highest priority. Level 2 is based upon observable inputs other than quoted market prices, and Level 3 is based on unobservable inputs. The Institute recognizes transfers between levels in the fair value hierarchy at the end of the reporting period.

In general, and where applicable, the Institute uses quoted prices in active markets for identical assets to determine fair value. This pricing methodology applies to Level 1 investments.

The following table presents the Institute's fair value hierarchy for those investments measured on a recurring basis as of December 31, 2013:

	Total fair value	Level 1	Level 2	Level 3
Money market funds, held for investment	<u>\$ 9,419,239</u>	<u>\$ 9,419,239</u>	<u>\$ -</u>	<u>\$ -</u>

Albert B. Sabin Vaccine Institute, Inc.

Notes to Financial Statements
December 31, 2013 and 2012

5. Fair Value Measurements (continued)

The following table presents the Institute's fair value hierarchy for those investments measured on a recurring basis as of December 31, 2012:

	Total fair value	Level 1	Level 2	Level 3
Money market funds, held for investment	\$ 14,493,641	\$ 14,493,641	\$ -	-

6. Grants Receivable

Grants receivable include unconditional promises to give and are receivable as follows at December 31:

	2013	2012
Receivable in less than one year	\$ 2,211,253	\$ 2,413,487
Receivable in one to five years	1,800,000	-
Less: discount	(62,465)	-
Grants receivable, net	\$ 3,948,788	\$ 2,413,487

The Institute has not recorded an allowance for uncollectible amounts, as management believes all grant amounts are fully collectible. The discount on grants receivable in 2013 was calculated using risk-free rates ranging from 2% to 3%.

7. Property and Equipment

The Institute held the following property and equipment at December 31:

	2013	2012
Computer equipment and software	\$ 157,725	\$ 157,725
Furniture and equipment	152,006	138,511
Total property and equipment	309,731	296,236
Less: accumulated depreciation and amortization	(241,672)	(223,912)
Property and equipment, net	\$ 68,059	\$ 72,324

Albert B. Sabin Vaccine Institute, Inc.

Notes to Financial Statements
December 31, 2013 and 2012

8. Commitments and Contingencies

Operating Lease

During 2009, the Institute signed a sublease for new office space on Pennsylvania Avenue in Washington, D.C., commencing in March 2009 and continuing for an eight-year term. The sublease calls for monthly payments of \$40,377, with fixed annual increases. Under accounting principles generally accepted in the United States of America, all fixed rent increases and lease incentives are recognized on a straight-line basis ratably over the term of the sublease. The difference between this expense and the required lease payments is reflected as deferred rent in the accompanying statements of financial position.

Rent expense for the years ended December 31, 2013 and 2012 under all leases amounted to approximately \$539,933 and \$521,422, respectively. Minimum future payments under all leases are as follows for the years ending December 31:

2014	\$	558,968
2015		575,737
2016		593,009
2017		99,317
		<hr/>
Total future minimum payments	\$	<u>1,827,031</u>

Capital Lease

The Institute leases certain office equipment under capitalized lease arrangements. Capitalized assets of \$15,970 have been included in property and equipment as of December 31, 2013 and 2012. Interest expense related to the leases for the years ended December 31, 2013 and 2012 amounted to \$396 and \$644, respectively. Minimum future payments under these leases are as follows for the year ending December 31, 2014:

Total minimum lease payments	\$	3,518
Less: amount representing interest		<u>(127)</u>
		<hr/>
Present value of minimum lease payments	\$	<u>3,391</u>

Albert B. Sabin Vaccine Institute, Inc.

Notes to Financial Statements
December 31, 2013 and 2012

9. Temporarily Restricted Net Assets

Temporarily restricted net assets consist of the following at December 31:

	2013	2012
Hookworm vaccine R&D initiatives	\$ 6,505,310	\$ 7,349,511
Schistosomiasis vaccine R&D initiatives	627,089	250,000
Multivalent anthelmintic vaccine R&D initiatives	1,775,887	-
Global Network for Neglected Tropical Diseases	3,595,265	5,756,893
Typhoid initiatives	1,348,345	1,459,875
Sustainable immunization financing	1,253,421	1,385,612
Rubella initiatives	1,091,378	1,641,404
International Association of Immunization Managers	923,846	425,748
Meningococcal initiatives	886,918	1,066,839
Rotavirus initiatives and conferences	581,671	561,171
Pertussis initiatives	329,253	205,492
Dengue initiatives	258,326	339,641
EPI manager ACIP training, vaccine awareness, journalist training, and vaccinology course	215,285	481,840
Pneumococcal initiatives	156,069	1,002,972
Flu vaccine initiatives	646	59,500
ProVac initiatives	-	157,176
Decade of vaccines	-	43,584
Smallpox initiatives	-	4,434
	\$ 19,548,709	\$ 22,191,692

10. Employee Benefits

The Institute offers a 401(k) plan to full-time employees who are 21 years of age and have completed three consecutive months of employment. Employees may participate by deferring compensation up to the IRS limit, which was \$17,500 in 2013 and \$17,000 in 2012, into the plan each year on a voluntary basis. Additionally, the Institute may elect to match a portion of the employee's contribution on an annual basis. During the years ended December 31, 2013 and 2012, the Institute's match amounted to \$119,753 and \$113,004, respectively.

Albert B. Sabin Vaccine Institute, Inc.

Notes to Financial Statements
December 31, 2013 and 2012

11. In-Kind Donations

From time to time, the Institute receives donated goods or other intangible items. When significant, such amounts are recognized at fair value at the time of receipt. During the years ended December 31, 2013 and 2012, the Institute received donated securities in the amount of \$4,829 and \$4,569, respectively.

Services have been provided by various organizations and volunteers who have contributed their time to the Institute. However, the contributions are only recognized if the goods or services create or enhance nonfinancial assets or require specialized skills provided by individuals possessing those skills and would typically need to be purchased if not provided by the donations. The Institute has included \$91,016 and \$64,221 as donated legal services in the accompanying statements of activities for the years ended December 31, 2013 and 2012, respectively.

12. Related Parties

Vaccine Development Program

During 2011, the Institute entered into an affiliation with Baylor College of Medicine (BCM) and Texas Children's Hospital (TCH) to jointly enhance and support efforts for vaccine development, treatment, prevention, and advocacy pertaining to neglected and other tropical diseases. In conjunction with this, the Institute relocated its Vaccine Development Program (VDP) and agreed to operate the VDP pursuant to a Memorandum of Understanding (MOU) between all parties. While the Institute's President also serves in various capacities with BCM and TCH, and there is nominal governance overlap, there is no controlling financial interest between the parties, all of whom are independent organizations.

Pursuant to the MOU, the Institute received a multiyear commitment of \$20,000,000 over a ten year period commencing in 2011, to be used to fund initiatives of the VDP under the control of the Institute (\$2 million maximum per year plus prior year used amounts). As the funding is over a period of years, revenue is recognized by the Institute as expenditures are incurred and funds are drawn down. During the years ended December 31, 2013 and 2012, the Institute recognized both revenue and programmatic expenditures of \$1,006,997 and \$813,590, respectively, related to the VDP under the terms of the MOU.

In relation to the MOU, BCM received direct funding for the benefit of the VDP under control of the Institute's President. During the years ended December 31, 2013 and 2012, the Institute recognized both revenue and programmatic expenditures of \$1,116,124 and \$444,268, respectively, for the development of new vaccines.

Albert B. Sabin Vaccine Institute, Inc.

Notes to Financial Statements
December 31, 2013 and 2012

12. Related Parties (continued)

Sabin Foundation Europe

During 2011, Sabin Foundation Europe (“the Foundation”) was formed as a private company limited by guarantee under the laws of the United Kingdom, and further recognized by the Charities Commission. The Foundation’s purpose is the advancement of health through vaccine research, development, and advocacy to prevent infectious and neglected tropical diseases. While the organizations share a common mission and have some Board overlap, there is no controlling financial interest between the two, and the Foundation’s operations are not included in the accompanying financial statements. The Institute anticipates working with the Foundation prospectively through grant-making and other possible joint activities.

13. Income Taxes

Under Section 501(c)(3) of the IRC, the Institute is exempt from the payment of taxes on income other than net unrelated business income. No provision for income tax is required for the years ended December 31, 2013 and 2012 as there was no net unrelated business income. Contributions to the Institute are deductible as provided in IRC Section 170(b)(1)(A)(vi). Management evaluated the Institute’s tax positions and concluded that the Institute’s financial statements do not include any uncertain tax positions

14. Supplemental Disclosures of Cash Flow Information

	<u>2013</u>	<u>2012</u>
Cash paid during the year for interest	\$ 1,871	\$ 2,295

SUPPLEMENTAL INFORMATION

Albert B. Sabin Vaccine Institute, Inc.

Schedules of Functional Expenses
For the Years Ended December 31, 2013 and 2012

	2013				2012			
	Program	General and Administrative	Fundraising	Total	Program	General and Administrative	Fundraising	Total
Salaries	\$ 3,581,847	\$ 773,050	\$ 166,588	\$ 4,521,485	\$ 3,336,615	\$ 728,851	\$ 172,253	\$ 4,237,719
Employee benefits	379,841	73,738	16,436	470,015	399,172	73,201	17,537	489,910
Payroll taxes	237,905	47,632	11,421	296,958	224,430	48,018	13,583	286,031
Professional fees	1,601,387	162,905	47,823	1,812,115	1,418,256	125,815	52,974	1,597,045
Advertising and promotions	404,196	27,716	1,182	433,094	454,761	112,572	15,108	582,441
Office supplies	26,307	15,627	25	41,959	65,508	18,812	70	84,390
Telephone	49,843	16,161	1,623	67,627	56,923	20,611	1,621	79,155
Postage and printing	127,380	13,736	1,425	142,541	126,675	14,969	2,341	143,985
Computer and copier	14,598	3,450	17	18,065	17,456	4,631	332	22,419
Rent	35,924	504,009	-	539,933	49,219	472,203	-	521,422
Insurance	42,770	74,934	-	117,704	25,895	70,221	-	96,116
Information technology	3,956	7,916	-	11,872	7,042	8,830	18	15,890
Seminar and training	21,804	1,673	107	23,584	10,722	2,058	205	12,985
Books and publications	3,554	1,000	1,645	6,199	3,615	(482)	142	3,275
Dues and subscriptions	25,644	8,707	5,473	39,824	32,301	8,168	6,417	46,886
Conferences and meetings	2,081,106	34,846	-	2,115,952	2,228,325	26,929	4,752	2,260,006
Sub-recipient grants	8,814,749	-	16,727	8,831,476	8,563,878	-	15,244	8,579,122
VDP contract expenses	2,123,122	-	-	2,123,122	1,257,858	-	-	1,257,858
Travel	809,155	5,256	11,332	825,743	1,077,701	9,857	27,138	1,114,696
Interest	1,430	441	-	1,871	1,554	741	-	2,295
Bank charges	765	3,228	-	3,993	1,018	543	-	1,561
Depreciation and amortization	-	17,760	-	17,760	-	20,460	-	20,460
Recruiting	22,898	3,612	2,001	28,511	27,313	1,959	2,530	31,802
Foreign exchange loss	987	-	-	987	5,755	-	-	5,755
Write-off	-	71,058	-	71,058	-	-	-	-
Miscellaneous	14,737	10,037	242	25,016	9,014	9,876	673	19,563
Total Expenses	\$ 20,425,905	\$ 1,878,492	\$ 284,067	\$ 22,588,464	\$ 19,401,006	\$ 1,778,843	\$ 332,938	\$ 21,512,787