



F I N A N C I A L R E P O R T 2014

1 january - 31 december

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Introduction

HUMAN SECURITY COLLECTIVE

Financial Report 1 January – 31 December 2014

Human Security Collective

Financial Report 2014

The report gives an overview of 2014 income and expenditures represented in a number of annexes:

Annex A: Balance sheet as at Dec 31st. HSC has a general reserve (equity) of Eur 401.783,00.

Annex B: Operating account which shows that in 2014 HSC had a positive balance of Eur 155.197,00 (financial result)

Annex C: Explanation concerning accounting principles and principles for determining financial result

Annex D: Explanation to the balance sheet as at Dec 31st Eur 41.814,00 project funding is carried over to 2015.

Annex E: Notes on the operating account presenting income according to project income, consultancies, interest of banks, and other (overhead related to projects), and expenditures broken down into personnel, organization, general, housing, services, activity/project expenses.

Annex F: Overview of projects in terms of income and expenditures. HSC projects are divided in Cordaid Institutional, OSF, OSF (ECNL), ADA (Mali), MoFA (Youth).

Annex G: Overview of projects in terms of income and expenditures in 2013.

HSC financial position in 2014 is solid with an equity of Eur 401.783,00 and a project balance carried over to 2015 of Eur 41.814,00. It provides a good starting point for making the foundation financially sustainable for the coming years.

HSC business model for 2015 and the longer term continues to be based on a mix of project, program funding and consultancies. In 2015, the last institutional tranche for HSC will be transferred by Cordaid. The ADA/Mali project will continue in 2015 as will the Youth Leadership project funded by the Dutch Ministry of Foreign Affairs. Funding from OSF for the impact of the Financial Action Task Force on civil society's political space is expected to continue for the coming years. A number of consultancy assignments in Nigeria and Kenya are in the pipeline.

The proposal of the consortium "Free, Secure and Equal" that was submitted to the Dutch Ministry of Foreign Trade and International Development partnership fund, for a 5 year grant, was not selected. HSC was one of the organizations in the consortium. HSC will have to explore a number of other funding opportunities related to our current projects to safeguard the continuation of the foundation. The team will explore a number of these opportunities in the first half of 2015 and will take stock of the most feasible ones and pursue them in 2015 and 2016.

	Actual 2014 x € 1.000	Budget 2014 x € 1.000	Actual 2013 x € 1.000
<i>Income</i>			
Contributions HSC	708	807	516
Mutation project prerequisites	-87	-47	44
	621	760	560
Direct Project Expenses	142	359	16
Gross margin	480	401	544
<i>Expenditures</i>			
Personnel	305	318	250
Organisation	10	54	32
General	7	23	7
Housing	13	9	5
Services	0	0	4
ICT	8	2	4
	344	406	301
Shortage	135	-4	244
Other Income	19	0	0
Interest	7	5	3
Total other income	26	5	3
Result	161	1	247

Financial position

For an assessment of the financial position of the foundation, the amounts of the balance sheet (Annex A) grouped as follows:

	31-12-2014	31-12-2013
<u>Prolonged Available Capacity</u>		
Equity	155.197	246.586
Facilities	5.403	234
	160.600	246.820
Increase compared to previous year		
Operating surplus/ deficit	160.975	246.586
Addition/ withdrawal facilities	5.403	234
	166.379	246.820

Available working capital

Receivables	37.586	13.436
Cash and cash equivalents	461.475	587.712
	<u>499.062</u>	<u>601.148</u>
Current Liabilities	48.827	27.104
	<u>450.234</u>	<u>574.044</u>
Working capital		
	<u>-123.810</u>	<u>0</u>
Increase compared to previous year		
Prepaid project costs for 2014	-284.409	0
Positive balance and increase of facilities	166.379	
	<u>246.820</u>	<u>246.820</u>
	<u>-118.031</u>	<u>246.820</u>

At year end 2014 the financial position of HSC is solid.

Treasurer
Klaas Jansen

Balance Sheet as at 31 December 2014**Bijlage A**

<u>Assets</u>	<u>31-12-2014</u>	<u>31-12-2013</u>
Current Assets		
<i>Accounts receivable</i>	37.586	13.436
<i>Current account</i>	<u>461.475</u>	<u>587.712</u>
	<u>499.062</u>	<u>601.148</u>
 Liabilities		
<i>Equity</i>		
Foundation capital	0	0
Equity	<u>401.783</u>	<u>246.586</u>
	401.783	246.586
<i>Facilities</i>		
Professional Development	<u>5.638</u>	<u>234</u>
	5.638	234
<i>Current liabilities / accounts payable</i>	48.827	27.104
<i>Advanced project payments</i>	42.814	327.223
	<u>499.062</u>	<u>601.148</u>

Operating Account

Statement of income and expenses

Annex B

<u>Income</u>		<u>Actual 2014</u>	<u>Actual 2013</u>	<u>Budgeted 2014</u>
Contribution Cordaid to HSC	707.769	516.179	806.638	
Mutation advanced project payment	-86.600	43.786	-46.570	
Interest	6.551	2.946	5.250	
Other Income	19.126	25	0	
		646.846	562.937	765.318

Expenditures

Staff costs	305.281	249.801	318.181	
Organisation Expenses	9.863	31.875	53.900	
General Expenses	7.406	7.207	22.500	
Housing Costs	13.097	4.677	8.990	
Services Cordaid	279	3.706	0	
ICT	8.329	3.519	2.100	
Project Charges	141.617	15.566	358.658	
		485.870	316.351	764.329

Results Financial Year

	<u>160.975</u>	<u>246.586</u>	<u>989</u>
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Breakdown of results

Provision Professional Development	5.778	0	
General Reserve	155.197	246.586	
	<u>160.975</u>	<u>246.586</u>	<u>0</u>

Accounting Principles

Annex C

Receivables

The receivables are valued at their nominal value.
All receivables are reviewed individually and decided upon whether it is doubtful.
In case of doubt a provision for bad debt is created.

Other Assests and Liabilities

Unless mentioned otherwise, these are valued at their nominal value.

Provision for Professional Development

A provision has been created for keeping and developing the knowledge and expertise of the staff members.

Principles for Determining the Results

Revenues and expenses are accounted for in the period they are related to, regardless of whether they have been received or paid at that moment.

Revenues are incorporated if they have been realized. Expenses are accounted for if they are foreseeable.

Notes to the Balance Sheet as at 31 December 2014***Bijlage D***

<u>Assets</u>	<u>2014</u>	<u>2013</u>
Accounts receivable		
Consultancy	10.000	7.800
Interest ABN/Amro	6.562	2.946
Palestinian Medical Relief Society	9.359	0
Hedayah	8.083	0
ECNL	1.297	0
Warranty	1.150	0
Tickets Washington (OSF)	0	2.594
Other	1.135	96
	<u>37.586</u>	<u>13.436</u>
Total accounts receivable		
	<u>37.586</u>	<u>13.436</u>
<i>Liquid assets</i>		
Cash	0	0
Bank Account	61.475	587.712
Bank Account (savings)	400.000	0
	<u>461.475</u>	<u>587.712</u>
Total Liquid Assets		
	<u>461.475</u>	<u>587.712</u>
<i>These are directly requestable balances.</i>		
<u>Liabilities</u>		
<i>Equity</i>		
Foundation capital	0	0
<i>General Reserve</i>		
Balance as of 1 January	246.586	0
Increase: result financial year 2014	155.197	246.586
	<u>155.197</u>	<u>246.586</u>
Balance at 31 December	<u>401.783</u>	<u>246.586</u>
<i>Provision Professional Development</i>		
Balance at 1 January	234	0
Increase: endowment	5.778	234
Decrease: various trainings and courses	375	0
	<u>5.403</u>	<u>234</u>
Balance at 31 December	<u>5.638</u>	<u>234</u>

2014**2013**Accounts payable

Still to be paid holiday contribution/ days	14.405	12.445
Justice and Peace	10.608	5.205
Workshop june 2014	7.955	0
Tax authorities	6.695	4.530
Accountant	3.100	2.100
StateWatch	4.300	0
PFZW (pension fund)	99	0
Miscellaneous	1.665	2.824
	<u> </u>	<u> </u>
Total accounts payable	<u>48.827</u>	<u>27.104</u>

In advanced received contributions:

Cordaid Projects (see annex F)	42.814	-43.786
Projects (see annex F)	0	371.010
	<u> </u>	<u> </u>
Balance at 31 December	<u>42.814</u>	<u>327.224</u>

Financial obligations not featured in the balance sheet:

Rental contract with " Stichting het Nutshuis " concerning office space Riviervismarkt 5, the Hague. The contract terminates at December 31st 2016. The rent including services is € 8.660 yearly. (price level for 2015)

Notes to the Operating Account

On the Status on Income and Expenses

Bijlage E

<u>Income</u>	<u>Actual 2014</u>	<u>Actual 2013</u>	<u>Budgeted 2014</u>
Contributions:			
Cordaid Institutional	371.010	461.375	415.010
Foundaton to promote open Society	146.469	0	146.828
Conferences	0	27.804	0
Consultancy	45.158	27.000	0
KROC/FFF (in kind)	0	0	70.000
GPPAC (in kind)	0	0	83.400
ADA	68.482	0	53.400
Mofa	76.650	0	38.000
Fundraising project	0	0	0
	707.769	516.179	806.638
Mutation Project Requirement:			
Balance at 1 January	-43.786	0	-43.786
Balance at 31 December	<u>42.814</u>	<u>-43.786</u>	<u>2.784</u>
Mutation Required	-86.600	43.786	-46.570
<i>* For a complete overview on projects income and expenses see Annex F</i>			
Interest Income			
Interest Banks	<u>6.551</u>	<u>2.946</u>	<u>5.250</u>
	6.551	2.946	5.250
Other Income			
lease staff for third parties	0	0	0
Miscellaneous	<u>19.126</u>	<u>25</u>	<u>0</u>
	19.126	25	0
Total Income	<u><u>646.846</u></u>	<u><u>562.937</u></u>	<u><u>765.318</u></u>

Expenditures

	<u>Actual</u> <u>2014</u>	<u>Actual</u> <u>2013</u>	<u>Budgeted</u> <u>2014</u>
Personnel Expenses			
Salaries	231.129	187.453	228.446
Social Security Expen:	31.291	24.222	31.218
Verg.zkv	1.635	3.219	1.203
Pension wg	24.360	18.446	24.309
Travel expenses w/w	2.966	2.596	3.106
Other pers.expenses	211	0	1.000
Hired personnel	10.318	6.975	8.500
Arboservice	328	0	0
Insurance ZW	3.043	1.939	3.400
Professional Development	0	4.950	17.000
Sick pay	0	0	0
	<u>305.281</u>	<u>249.801</u>	<u>318.181</u>

Salaries:

Travel expenses commuting:

Professional Development:

Organisation Expenses

Phone costs etc.	4.907	2.129	4.800
Postage	0	0	0
Banking costs	335	328	1.400
Office supplies	1.419	351	0
Insurances	473	478	1.500
Subscriptions / documentation	20	287	4.000
copying costs, etc.	0	755	1.200
Conferences / seminars (abroad)	2.697	27.164	40.000
Contributions	0	0	0
Other organisational costs	12	383	1.000
	<u>9.863</u>	<u>31.875</u>	<u>53.900</u>

General Expenses

audit fees	1.000	2.100	0
KKA-TAD/administration	847	605	1.500
publicity	0	401	6.000
cost management (board)	396	1.205	12.000
Travel-accommodation expenses (NL)	1.730	828	3.000
General Costs	3.432	2.068	0
Seminars (internal)	0	0	0
Meeting costs	0	0	0
	<u>7.406</u>	<u>7.207</u>	<u>22.500</u>

Expenditures

	<u>Actual 2014</u>	<u>Actual 2013</u>	<u>Budgeted 2014</u>
Housing Expenses			
Rent	<u>13.097</u>	<u>4.677</u>	<u>8.990</u>
	13.097	4.677	8.990
Services Cordaid			
Housekeeping services	279	3.041	0
General services/Repro	0	665	0
depreciation inventory	<u>0</u>	<u>0</u>	<u>0</u>
	279	3.706	0
Automation			
ICT (including hardware)	<u>8.329</u>	<u>3.519</u>	<u>2.100</u>
	8.329	3.519	2.100
Activity-project Expenses			
Cordaid Institutional	27.169	0	358.658
Third party	114.448	0	0
Conferences	0	15.566	0
Consultancy	<u>0</u>	<u>0</u>	<u>0</u>
	141.617	15.566	358.658
Total	<u><u>485.870</u></u>	<u><u>316.351</u></u>	<u><u>764.329</u></u>

<u>Staffing</u>	Number Fte's	Number Fte's	Number Fte's
Management	1,00	1,00	1,00
Business expert	2,00	1,80	1,80
Project Assistant	0,77	0,00	0,00
Advocacy assistant	0,06	0,00	0,00
	<u>3,83</u>	<u>2,80</u>	<u>2,80</u>
Total	3,83	2,80	2,80
Internships positions 0 persons	0,00	0,00	0,00

	<i>Cordaid Institutional</i>	<i>OSF (Dark side)</i>	<i>OSF (ECNL)</i>	<i>ADA (Mali)</i>	<i>MOFA (Youth)</i>	<i>Total Projects</i>
Income						
Balance Sheet as of 1 January 2014	-43.786	0				-43.786
Contributions (in advance)						
Cordaid	371.010					371.010
Mofa					67.050	67.050
Foundaton to promote open Society		146.469				146.469
ADA				68.482		68.482
Other Income						0
Total External Income	327.224	146.469	0	68.482	67.050	609.224
Total Income	327.224	146.469	0	68.482	67.050	609.224
Expenditures						
Debited						
Debited to projects etc.	284.219	57.100	3.200	48.000	32.275	424.794
Direct Project Costs	22.589	89.348		25.100	4.580	141.617
Total Expenditures	306.807	146.448	3.200	73.100	36.855	566.411
Balance Projects	20.416	21	-3.200	-4.618	30.195	42.814

	Cordaid Institutional	Conferences	Consultancy	Total Projects
Income				
Balance Sheet as of 1 January 2013	0	0	0	0
Contributions (in advance)				
Cordaid	461.375			461.375
Cordaid		27.804	22.800	50.604
UNOY			4.200	4.200
				0
				0
Other Income				0
Total External Income	461.375	27.804	27.000	516.179
Total Income	461.375	27.804	27.000	516.179
Expenditures				
Debited				
Debited to projects etc.	505.161	12.239	27.000	544.400
Direct Project Costs		15.566	0	15.566
Total Expenditures	505.161	27.804	27.000	559.966
Balance Projects	-43.786	0	0	-43.786