**FINANCIAL STATEMENTS** 

# INTERNATIONAL CAMPAIGN TO BAN LANDMINES

FOR THE YEARS ENDED DECEMBER 31, 2011 AND 2010

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### **CERTIFIED PUBLIC ACCOUNTANTS**

### **INDEPENDENT AUDITORS' REPORT**

To the Board of Directors International Campaign to Ban Landmines Washington, D.C.

We have audited the accompanying statement of financial position of the International Campaign to Ban Landmines (the Campaign) as of 2011 and 2010, and the related statements of activities and changes in net assets, functional expenses and cash flows for the years then ended. These financial statements are the responsibility of the Campaign's management. 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 audits to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Campaign's internal control over financial reporting. Accordingly, we express no such opinion. An audit also includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Campaign as of 2011 and 2010, and its changes in net assets and its cash flows for the years ended in conformity with accounting principles generally accepted in the United States of America.

Gelman Kozenberg & Freedman

June 25, 2012

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### STATEMENTS OF FINANCIAL POSITION AS OF DECEMBER 31, 2011 AND 2010

### ASSETS

		2011	_	2010
CURRENT ASSETS				
Cash and cash equivalents Grants receivable (Note 2) Advances Prepaid expenses	\$	1,600,166 811,781 1,096 <u>9,853</u>	\$	2,089,265 433,501 8,936 13,562
Total current assets	_	2,422,896	_	2,545,264
FIXED ASSETS				
Equipment Less: Accumulated depreciation		39,169 <u>(28,346</u> )		27,680 (23,332)
Net fixed assets	_	10,823	_	4,348
LONG-TERM ASSETS				
Grants receivable (Note 2)	_	435,962	_	-
TOTAL ASSETS	\$	2,869,681	\$	2,549,612
LIABILITIES AND NET ASSETS				
CURRENT LIABILITIES				
Accounts payable and accrued liabilities Accrued salaries and related benefits	\$	727,122 41,342	\$	801,144 17,485
Total current liabilities	_	768,464	_	818,629
NET ASSETS				
Unrestricted Temporarily restricted (Note 3)		1,163,331 937,886	_	1,321,451 409,532
Total net assets	_	2,101,217		1,730,983
TOTAL LIABILITIES AND NET ASSETS	\$	2,869,681	\$	2,549,612

### STATEMENTS OF ACTIVITIES AND CHANGES IN NET ASSETS FOR THE YEARS ENDED DECEMBER 31, 2011 AND 2010

	2011				
REVENUE	Temporarily Unrestricted Restricted Total				
Government and multinational grants Non-governmental grants Contributions Other revenue Net assets released from restrictions (Note 4)	\$ 1,987,324 \$ 2,135,824 \$ 4,123,148 39,063 - 39,063 35,437 - 35,437 13,533 1,435 14,968 1,569,321 (1,569,321) -				
Total revenue	<u>3,644,678</u> <u>567,938</u> <u>4,212,616</u>				
EXPENSES					
Program Services: International Campaign to Ban Landmines Monitor	1,841,847 - 1,841,847 1,427,830 - 1,427,830				
Total program services	3,269,677 - 3,269,677				
Supporting Services: Management and General	604,650 - 604,650				
Total expenses	3,874,327 - 3,874,327				
Changes in net assets before other item	(229,649) 567,938 338,289				
OTHER ITEM					
Gain (loss) on currency translation	71,529 (39,584) 31,945				
Changes in net assets	(158,120) 528,354 370,234				
Net assets at beginning of year	<u>1,321,451</u> <u>409,532</u> <u>1,730,983</u>				
NET ASSETS AT END OF YEAR	\$ <u>1,163,331</u>				

See accompanying notes to financial statements.

2010							
Unres	tricted		emporarily Restricted		Total		
\$ 1,1	55,079 -	\$	1,684,384 -	\$	2,839,463		
	29,434 379 20,685		- 4,083 <u>(1,620,685</u> )	_	29,434 4,462 -		
2,8	05,577		67,782	_	2,873,359		
	26,177 11,130	_		_	1,026,177 1,411,130		
2,4	37,307	_		_	2,437,307		
3	49,894	_		_	349,894		
2,7	87,201	_		_	2,787,201		
	18,376		67,782		86,158		
(4	70 500)		(46 504)		(220,000)		
(1	<u>73,568</u> )	_	(46,521)	_	(220,089)		
(1	55,192)		21,261		(133,931)		
1,4	76,643		388,271	_	1,864,914		
\$ <u>1,3</u>	21,451	\$	409,532	\$_	1,730,983		

### STATEMENTS OF FUNCTIONAL EXPENSES FOR THE YEARS ENDED DECEMBER 31, 2011 AND 2010

				2011				
	Program Services					upporting Services		
	Ca	ernational npaign to Ban ndmines	Monitor	Total Program Services		nagement d General	Total Expenses	
Salary, benefits and								
payroll expenses	\$	643,509	\$ 736,217	\$1,379,726	\$	351,278	\$ 1,731,004	
Insurance	Ŧ	2,227	¢,	2,227	Ŧ	1,820	4,047	
Meetings, travels and		,		,		,	, -	
catering		820,944	121,171	942,115		5,986	948,101	
Printing and production		59,331	16,755	76,086		1,970	78,056	
Consulting fees		176,970	327,048	504,018		6,764	510,782	
Professional fees		14,653	12,059	26,712		83,311	110,023	
Website		16,326	38,547	54,873			54,873	
Postage and delivery		3,079	21,306	24,385		4,411	28,796	
Rent (Note 4)		13,558	62,261	75,819		78,698	154,517	
Telephone		27,502	35,272	62,774		14,367	77,141	
Equipment, maintenance								
and repairs		3,172	2,134	5,306		42,001	47,307	
Supplies		11,064	47,338	58,402		5,292	63,694	
Other		5,672	7,502	13,174		4,715	17,889	
Meeting room rental		26,456	220	26,676		-	26,676	
Depreciation		977	-	977		4,037	5,014	
Grants		16,407	-	16,407		-	16,407	
TOTAL	\$	1,841,847	\$1,427,830	\$3,269,677	\$	604,650	\$ 3,874,327	
PERCENTAGE TOTAL		47.5%	36.9%	84.4%		15.6%	100%	

	2010									
		Pro	gram Service		pporting ervices					
Ca	ternational ampaign to Ban Tota		tal Program Services		nagement d General	Total Expenses				
\$	363,517 216	\$	806,644 -	\$	1,170,161 216	\$	260,034 1,654	\$  1,430,195 1,870		
	446,564		113,488		560,052		6,954	567,006		
	17,970		52,151		70,121		1,503	71,624		
	102,213		165,550		267,763		-	267,763		
	5,544		41,466		47,010		13,179	60,189		
	13,731		45,808		59,539		-	59,539		
	722		23,083		23,805		1,961	25,766		
	830		56,527		57,357		29,690	87,047		
	7,181		33,632		40,813		8,080	48,893		
	9,541		3,700		13,241		17,971	31,212		
	14,819		63,407		78,226		1,878	80,104		
	2,451		5,624		8,075		4,104	12,179		
	6,917		50		6,967		-	6,967		
	-		-		-		2,886	2,886		
	33,961		-		33,961		-	33,961		
\$	1,026,177	\$	1,411,130	\$	2,437,307	\$	349,894	\$ 2,787,201		
	36.8%		50.6%		87.4%		12.6%	100%		

See accompanying notes to financial statements.

### STATEMENTS OF CASH FLOWS FOR THE YEARS ENDED DECEMBER 31, 2011 AND 2010

CASH FLOWS FROM OPERATING ACTIVITIES		2011	 2010
Changes in net assets	\$	370,234	\$ (133,931)
Adjustments to reconcile changes in net assets to net cash used by operating activities:			
Depreciation		5,014	2,886
(Increase) decrease in: Grants receivable Advances Prepaid expenses		(814,242) 7,840 3,709	228,004 (8,480) 18,906
Increase (decrease) in: Accounts payable and accrued liabilities Accrued salaries and related benefits		(74,022) 23,857	 (456,211) (20,915)
Net cash used by operating activities	_	(477,610)	 (369,741)
CASH FLOWS FROM INVESTING ACTIVITIES			
Purchase of furniture and equipment		(11,489)	 (2,028)
Net cash used by investing activities		(11,489)	(2,028)
Net decrease in cash and cash equivalents		(489,099)	(371,769)
Cash and cash equivalents at beginning of year	_	2,089,265	 2,461,034
CASH AND CASH EQUIVALENTS AT END OF YEAR	\$	1,600,166	\$ 2,089,265

### NOTES TO FINANCIAL STATEMENT DECEMBER 31, 2011 AND 2010

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND GENERAL INFORMATION

#### Organization -

The International Campaign to Ban Landmines (the Campaign) was formed in October 1992. The Campaign is a flexible network of organizations that share the common objective of banning the use, production, stockpiling, and transfer of antipersonnel landmines. Since the beginning of 2007, the Campaign has also been extensively engaged in the global effort to prohibit cluster munitions that cause unacceptable harm to civilians. As a result of a two year transition process, on January 1, 2011 the ICBL expanded its programmatic content to include its sister campaign the Cluster Munition Coalition. Now informally known as the ICBL-CMC, the organization is the financial home of two campaigns, the International Campaign to Ban Landmines and the Cluster Munition Coalition.

The organization also strives to increase international resources for humanitarian mine clearance and mine victim assistance undertaking numerous initiatives to this end. In addition the organization operates the Landmine and Cluster Munition Monitor generally known as the Monitor. Originally launched in June 1998 as the Landmine Monitor, its purpose is monitoring the implementation of and compliance with the 1997 Mine Ban Treaty, and more generally, to assess the efforts of the international community to resolve the landmine crisis. As of 2010 the organization also produces the Cluster Munition Monitor for the purpose of monitoring the implementation of and compliance with the 2008 Convention on Cluster Munitions. The Landmine Monitor also aims to promote and facilitate discussion on mine and cluster munition related issues, in order to help reach the goal of a world free of landmines and cluster munitions.

Basis of presentation -

The accompanying financial statements are presented on the accrual basis of accounting, and in accordance with FASB ASC 958, *Not-for-Profit Entities*.

Cash and cash equivalents -

The Campaign considers all cash and other highly liquid investments with initial maturities of three months or less to be cash equivalents.

At times during the year, the Campaign maintains cash balances at financial institutions in excess of the Federal Deposit Insurance Corporation (FDIC) limits. Management believes the risk in these situations to be minimal.

Grants receivable -

Grants receivable that are expected to be collected in future years are recorded at fair value, measured as the present value of their future cash flows. All grants receivable are considered to be collectible within one year unless otherwise stated by the donor. All grants and accounts receivable are considered by management to be fully collectible.

Fixed assets -

Fixed assets are stated at cost. Fixed assets purchased in excess of \$1,000 are capitalized and depreciated on a straight-line basis over the estimated useful lives of the related assets, generally three to seven years. The cost of maintenance and repairs is recorded as expenses are incurred.

### NOTES TO FINANCIAL STATEMENT DECEMBER 31, 2011 AND 2010

## 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND GENERAL INFORMATION (Continued)

Income taxes -

The Campaign is exempt from Federal income taxes under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision for income taxes has been made in the accompanying financial statements. The Campaign is not a private foundation.

Uncertain tax positions -

In June 2006, the Financial Accounting Standards Board (FASB) released FASB ASC 740-10, *Income Taxes*, that provides guidance for reporting uncertainty in income taxes. For the years ended 2011 and 2010, the Campaign has documented its consideration of FASB ASC 740-10 and determined that no material uncertain tax positions qualify for either recognition or disclosure in the financial statements. The Federal Form 990, *Return of Organization Exempt from Income Tax*, is subject to examination by the Internal Revenue Service, generally for three years after it is filed.

Net asset classification -

The net assets are reported as follows:

- Unrestricted net assets include unrestricted revenue and contributions received without donor-imposed restrictions. These net assets are available for the operation of the Campaign and include both internally designated and undesignated resources.
- **Temporarily restricted net assets** include revenue and contributions subject to donorimposed stipulations that will be met by the actions of the Campaign and/or the passage of time. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the Statements of Activities and Changes in Net Assets as net assets released from restrictions.

Contributions and grants -

Contributions and grants are recorded as revenue in the year notification is received from the donor. Temporarily restricted contributions and grants are recognized as unrestricted support only to the extent of actual expenses incurred in compliance with the donor-imposed restrictions and satisfaction of time restrictions. Such contributions and grants received in excess of expenses incurred are shown as temporarily restricted net assets in the accompanying financial statements.

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 the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

### NOTES TO FINANCIAL STATEMENT DECEMBER 31, 2011 AND 2010

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND GENERAL INFORMATION (Continued)

Foreign currency translation -

The U.S. Dollar ("dollars") is the functional currency of Campaign's worldwide operations. Transactions in currencies other than dollars are re-measured into dollars at the rate of exchange in effect during the month of transaction.

Current assets and liabilities denominated in non-U.S. currency are translated into dollars at the exchange rate in effect at the date of the Statements of Financial Position.

Functional allocation of expenses -

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

Reclassification -

Certain amounts in the prior year's financial statements have been reclassified to conform to the current year's presentation.

### 2. GRANTS RECEIVABLE

As of 2011 and 2010, donors to the Campaign have made written promises to give which have not been paid totaling \$1,247,743 and \$433,501, respectively. Grants due in more than one year have been recorded at the present value of the estimated cash flows, using a discount rate of 3.25%.

Grants are due as follows at 2011 and 2010:

	2011	2010
Less than one year One to five years	\$  811,781 \$ <u>464,760</u>	433,501
Total Less: Allowance to discount balance to present value	1,276,541 <u>(28,798</u> )	433,501
GRANTS RECEIVABLE, NET	\$ <u>1,247,743</u> \$	433,501

### 3. TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets consisted of the following at 2011 and 2010:

	 2011	 2010
Monitor - Time ICBL - Time	\$ 619,063 318,823	\$ 220,259 189,273
	\$ <u>937,886</u>	\$ <u>409,532</u>

### NOTES TO FINANCIAL STATEMENT DECEMBER 31, 2011 AND 2010

### 4. NET ASSETS RELEASED FROM RESTRICTIONS

The following temporarily restricted net assets were released from donor restrictions by incurring expenses or by the passage of time, which satisfied the restricted purposes specified by the donors:

	2011	2010
Monitor Monitor - Passage of Time ICBL - Passage of Time	\$ 1,159,789 220,259 <u>189,273</u>	\$ 1,416,872 19,258 <u>184,555</u>
	\$ <u>1,569,321</u>	\$ <u>1,620,685</u>

### 5. LEASE COMMITMENT

The Campaign has entered into several lease agreements for office space. One lease agreement specified a fixed monthly payment through December 31, 2015. The other lease agreements are on a month-to-month basis, with a three-month termination notice required by either party.

At 2011, future minimum contractual obligations for office space are as follows:

### Year Ended December 31,

2012 2013 2014	\$	41,650 41,650 8,547
2014	-	8,547 8,547
	\$	100,394

### 6. RETIREMENT PLAN

The Campaign contributes to pension plans for both its French and Swiss staff. These mandatory plans are composed of both a basic public plan and a complementary plan. At 2011 and 2010, the total amount contributed by the Campaign was \$54,748 and \$45,305, respectively.

### 7. SUBSEQUENT EVENTS

In preparing these financial statements, the Campaign has evaluated events and transactions for potential recognition or disclosure through June 25, 2012, the date the financial statements were issued.



### INDEPENDENT AUDITORS' REPORT ON SUPPLEMENTAL FINANCIAL INFORMATION

To the Board of Directors International Campaign to Ban Landmines Washington, D.C.

Our report on our audit of the basic financial statements of the International Campaign to Ban Landmines (the Campaign) as of 2011 and 2010 appears on page 2. Our audit was conducted for the purpose of forming an opinion on the basic financial statements taken as a whole. The information in schedules 1 and 2 is presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Jelman Rozenberg & Freedman

June 25, 2012

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### SCHEDULE OF GOVERNMENT AND MULTINATIONAL GRANTS FOR THE YEAR ENDED DECEMBER 31, 2011

				ICBL		
	Monitor	Monitor	ICBL	Local	Total	Total
Donors	USD	Local Currency	USD	Currency	USD	Currency
Norway	\$ 482,626	2,848,051 NOK	\$ 1,296,685	7,651,949 NOK	\$ 1,779,311	10,500,000 NOK
France	42,480	30,000 €	42,480	30,000 €	84,960	60,000 €
Switzerland	82,016	CHF 70,000	128,882	110,000 CHF	210,898	180,000 CHF
Australia	910,321	881,411 AUD	455,161	440,706 AUD	1,365,482	1,322,117 AUD
Austria	-	-	21,240	15,000 €	21,240	15,000 €
Belgium (Handicap						
International)	32,376	25,000 €	-	-	32,376	25,000 €
Denmark	37,164	200,000 DKK	37,164	200,000 DKK	74,328	400,000 DKK
Germany	89,103	63,745 €	195,685	136,444 €	284,788	200,189 €
Ireland	48,084	33,333 €	96,166	66,667 €	144,250	100,000 €
Spain	-	-	6,444	5,000 €	6,444	5,000 €
Sweden	15,721	100,000 SEK	15,720	100,000 SEK	31,441	200,000 SEK
UNICEF	25,000	\$25,000	-	-	25,000	\$25,000
Luxembourg (Handicap						
International)	38,850	30,000 €	-	-	38,850	30,000 €
Cyprus	5,000	\$5,000	-	-	5,000	\$5,000
New Zealand	5,261	NZD 6,668	10,519	NZD 13,332	15,780	NZD 20,000
The Holy See	3,000	\$3,000	-	-	3,000	\$3,000
TOTAL	\$1,817,002	:	\$ 2,306,146		\$ 4,123,148	:

### SCHEDULE OF GOVERNMENT AND MULTINATIONAL GRANTS FOR THE YEAR ENDED DECEMBER 31, 2010

Donors	Monitor USD	Monitor Local Currency	ICBL USD	ICBL Local Currency	Total USD	Total Currency
Canada MFA						
2009-2010 ICBL	\$-	-	\$ 29,589	30,000 CAD	\$ 29,589	30,000 CAD
Canada MFA						
2010-2011 ICBL	-	-	266,048	275,000 CAD	266,048	275,000 CAD
Canada MFA						
2010-2011 The Monitor	214,348	225,000 CAD	-	-	214,348	225,000 CAD
Canada MFA						
2011-2012 The Monitor	220,258	225,000 CAD	-	-	220,258	225,000 CAD
Norway	506,109	3,000,000 NOK	506,109	3,000,000 NOK	1,012,218	6,000,000 NOK
France	36,594	30,000 €	36,594	30,000 €	73,188	60,000 €
Switzerland	70,000	\$70,000	46,772	50,000 CHF	116,772	120,000 CHF
Australia	253,470	300,000 AUD	52,554	60,000 AUD	306,024	360,000 AUD
Austria	38,699	30,000 €	37,152	30,000 €	75,851	60,000 €
Belgium	34,027	25,000 €	-	-	34,027	25,000 €
Denmark	16,396	100,000 DKK	16,396	100,000 DKK	32,792	374,036 DKK
Germany	101,316	80,594 €	150,580	119,421 €	251,896	200,015 €
Ireland	37,518	30,000 €	45,705	37,500 €	83,223	67,500 €
Sweden	13,473	100,000 SEK	13,473	100,000 SEK	26,946	200,000 SEK
UNICEF	25,000	\$25,000	-	-	25,000	\$25,000
Luxembourg	27,714	20,000 €	-	-	27,714	20,000 €
World Bank	20,000	\$20,000	-	-	20,000	\$20,000
New Zealand	11,784	NZD 15,000	11,784	NZD 15,000	23,569	NZD 15,000
TOTAL	\$1,626,706		\$1,212,756	-	\$2,839,463	