



**NATIONAL ENERGY EDUCATION DEVELOPMENT
PROJECT, INC.**

Financial Statements and Supplemental Information

For the Year Ended December 31, 2013

(With Summarized Financial Information for the Year Ended December 31, 2012)



**and
Report Thereon**



NATIONAL ENERGY EDUCATION DEVELOPMENT PROJECT, INC.

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Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of the
National Energy Education Development Project, Inc.

Report on the Financial Statements

We have audited the accompanying financial statements of the National Energy Education Project, Inc. (NEED), which comprise the statement of financial position as of December 31, 2013, and the related statements of activities and cash flows for the year 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 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 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 National Energy Education Project, Inc. as of December 31, 2013, 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 Matters

Report on Summarized Comparative Information

We have previously audited NEED's 2012 financial statements, and our report dated June 28, 2013, expressed an unmodified opinion on those audited financial statements. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2012, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Report on Supplemental Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The supplemental schedule of functional expenses on page 13 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 audit 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.



Raffa, P.C.

Washington, DC
May 29, 2014

NATIONAL ENERGY EDUCATION DEVELOPMENT PROJECT, INC.

STATEMENT OF FINANCIAL POSITION

December 31, 2013

(With Summarized Financial Information as of December 31, 2012)

	<u>2013</u>	<u>2012</u>
ASSETS		
Cash and cash equivalents	\$ 1,088,762	\$ 1,242,695
Certificates of deposit	396,472	396,472
Grants and contributions receivable	581,048	631,127
Inventory	203,004	271,429
Prepaid expenses	13,596	-
Property and equipment, net	5,365	7,154
Deposits	2,189	2,189
	<u>2,189</u>	<u>2,189</u>
TOTAL ASSETS	<u><u>\$ 2,290,436</u></u>	<u><u>\$ 2,551,066</u></u>
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts payable and accrued expenses	\$ 140,246	\$ 193,355
Refundable advances	64,421	26,965
Deferred rent	13,294	13,592
	<u>13,294</u>	<u>13,592</u>
TOTAL LIABILITIES	<u>217,961</u>	<u>233,912</u>
Net Assets		
Unrestricted	232,334	881,558
Temporarily restricted	1,840,141	1,435,596
	<u>1,840,141</u>	<u>1,435,596</u>
TOTAL NET ASSETS	<u>2,072,475</u>	<u>2,317,154</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>\$ 2,290,436</u></u>	<u><u>\$ 2,551,066</u></u>

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

NATIONAL ENERGY EDUCATION DEVELOPMENT PROJECT, INC.

STATEMENT OF ACTIVITIES

For the Year Ended December 31, 2013

(With Summarized Financial Information for the Year Ended December 31, 2012)

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>2013 Total</u>	<u>2012 Total</u>
REVENUE AND SUPPORT				
Grants, contracts and contributions	\$ 1,984,813	\$ 2,312,598	\$ 4,297,411	\$ 3,896,110
Curriculum and kit sales	371,683	-	371,683	485,621
Conference and youth awards	325,044	-	325,044	377,555
In-kind contributions	44,650	-	44,650	48,010
Interest income	2,265	-	2,265	3,383
Other income	25,659	-	25,659	30,149
Net assets released from restrictions:				
Satisfaction of purpose restrictions	<u>1,908,053</u>	<u>(1,908,053)</u>	<u>-</u>	<u>-</u>
 TOTAL REVENUE AND SUPPORT	 <u>4,662,167</u>	 <u>404,545</u>	 <u>5,066,712</u>	 <u>4,840,828</u>
 EXPENSES				
Program Services:				
Workshops and conferences	1,867,641	-	1,867,641	1,640,235
Kits and materials	937,110	-	937,110	1,192,912
Program administration	856,855	-	856,855	906,125
Curriculum development	631,862	-	631,862	653,838
Youth awards program	534,372	-	534,372	587,220
Training conferences	193,023	-	193,023	266,760
Program development	<u>72,678</u>	<u>-</u>	<u>72,678</u>	<u>172,326</u>
 Total Program Services	 <u>5,093,541</u>	 <u>-</u>	 <u>5,093,541</u>	 <u>5,419,416</u>
Supporting Services:				
General and administrative	168,436	-	168,436	272,841
Fundraising	<u>49,414</u>	<u>-</u>	<u>49,414</u>	<u>82,443</u>
 Total Supporting Services	 <u>217,850</u>	 <u>-</u>	 <u>217,850</u>	 <u>355,284</u>
 TOTAL EXPENSES	 <u>5,311,391</u>	 <u>-</u>	 <u>5,311,391</u>	 <u>5,774,700</u>
 CHANGE IN NET ASSETS	 (649,224)	404,545	(244,679)	(933,872)
 NET ASSETS, BEGINNING OF YEAR	 <u>881,558</u>	<u>1,435,596</u>	<u>2,317,154</u>	<u>3,251,026</u>
 NET ASSETS, END OF YEAR	 <u>\$ 232,334</u>	<u>\$ 1,840,141</u>	<u>\$ 2,072,475</u>	<u>\$ 2,317,154</u>

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

NATIONAL ENERGY EDUCATION DEVELOPMENT PROJECT, INC.

STATEMENT OF CASH FLOWS

For the Year Ended December 31, 2013

(With Summarized Financial Information for the Year Ended December 31, 2012)

Increase (Decrease) in Cash and Cash Equivalents

	<u>2013</u>	<u>2012</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ (244,679)	\$ (933,872)
Adjustments to reconcile change in net assets to net cash used in operating activities:		
Depreciation and amortization	1,789	1,263
Increase (decrease) in assets and liabilities:		
Grants and contributions receivable	50,079	262,607
Inventory	68,425	(7,375)
Prepaid expenses	(13,596)	-
Accounts payable and accrued expenses	(53,109)	(8,884)
Refundable advances	37,456	26,965
Deferred rent	(298)	-
	<u>(153,933)</u>	<u>(659,296)</u>
NET CASH USED IN OPERATING ACTIVITIES		
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchases of property and equipment	-	(8,417)
	<u>-</u>	<u>(8,417)</u>
NET CASH USED IN INVESTING ACTIVITIES		
NET DECREASE IN CASH AND CASH EQUIVALENTS	(153,933)	(667,713)
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>1,242,695</u>	<u>1,910,408</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u>\$ 1,088,762</u>	<u>\$ 1,242,695</u>

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

NATIONAL ENERGY EDUCATION DEVELOPMENT PROJECT, INC.

NOTES TO FINANCIAL STATEMENTS For the Year Ended December 31, 2013

1. Organization and Summary of Significant Accounting Policies

Organization

The National Energy Education Development Project, Inc. (NEED) was incorporated under the laws of Commonwealth of Virginia on November 20, 1991. NEED develops and provides comprehensive trainings and curricula on energy resources to teachers and students nationwide. NEED also annually conducts a national awards program to recognize excellence in energy programming. These activities are funded primarily through grants, contributions and contracts from major energy-related corporations and associations, federal and state governments, local sponsors, and school districts throughout the United States.

Basis of Accounting

The financial statements of NEED have been prepared on the accrual basis of accounting. Accordingly, revenues are recognized when earned and expenses are recognized when the obligation is incurred.

Cash Equivalents

Cash equivalents include money market funds and highly liquid investments with initial maturities of three months or less.

Certificates of Deposit

Certificates of deposit with initial maturities of more than three months are not considered cash equivalents. These certificates of deposit are recorded in the financial statements at fair value. 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.

Fair Value of Financial Instruments

Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) Topic 820, *Fair Value Measurements*, defines fair value, establishes a framework for measuring fair value in accordance with generally accepted accounting principles and requires disclosures about fair value measurements for assets and liabilities measured at fair value on a recurring basis. The ASC emphasizes that fair value is a market-based measurement, not an entity-specific measurement, and therefore, a fair value measurement should be determined based on the assumptions that market participants would use in pricing the asset or liability. As a basis for considering market participant assumptions in fair value measurements, the ASC established a fair value hierarchy based upon the transparency of the inputs to the valuation of an asset or liability. These inputs may be observable, whereby market participant assumptions are developed based on market data obtained from independent sources, and unobservable, whereby assumptions about market participant assumptions are developed by the reporting entity based on the best information available in the circumstances.

NATIONAL ENERGY EDUCATION DEVELOPMENT PROJECT, INC.

**NOTES TO FINANCIAL STATEMENTS
For the Year Ended December 31, 2013**

1. Organization and Summary of Significant Accounting Policies (continued)

Fair Value of Financial Instruments (continued)

The three levels of the fair value hierarchy are described as follows:

Level 1 – Inputs based on quoted prices (unadjusted) in active markets for identical assets or liabilities accessible at the measurement date.

Level 2 – Inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly, such as quoted prices for similar assets or liabilities in active markets.

Level 3 – Unobservable inputs for the asset or liability, including the reporting entity's own assumptions in determining the fair value measurement.

As of and for the year ended December 31, 2013, only NEED's certificates of deposit, as described in Note 3 of these financial statements, were measured at fair value on a recurring basis.

Grants and Contributions Receivable

NEED uses the allowance method to record potentially uncollectible grants and contributions receivable. The allowance is based on management's analysis of specific accounts and promises to give. A provision for doubtful accounts is made when collection of the full amount is no longer probable.

Inventory

Inventory, which consists of printed material and educational kits, is valued at the lower of cost or market using the average cost method.

Property and Equipment and Related Depreciation and Amortization

Property and equipment are recorded at cost. Depreciation on computers, furniture and equipment is provided for on a straight-line basis over the estimated useful lives of the assets, which range from three to seven years. The cost of property and equipment retired or disposed of is removed from the accounts along with the related accumulated depreciation, and any gain or loss is reflected in income or expense in the accompanying statement of activities. Major additions are capitalized, while replacements, maintenance and repairs that do not improve or extend the lives of the respective assets are expensed as incurred.

Classification of Net Assets

The net assets of NEED are reported as follows:

- Unrestricted net assets represent the portion of expendable funds that are available for support of NEED's operations.
- Temporarily restricted amounts are specifically restricted by donors for various purposes or time periods.

NATIONAL ENERGY EDUCATION DEVELOPMENT PROJECT, INC.

**NOTES TO FINANCIAL STATEMENTS
For the Year Ended December 31, 2013**

1. Organization and Summary of Significant Accounting Policies (continued)

Revenue Recognition

Revenue and the related costs of the conference and youth awards are recognized in the year in which the conference is held or youth awards are awarded.

Curriculum and kit sales are recorded as revenue when the related materials are shipped.

Grants and contributions are reported as revenue in the year in which the payments are received and/or unconditional promises are made. NEED reports gifts of cash and other assets as temporarily restricted support if they are received with donor stipulations that limit the use of 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 accompanying statement of activities as net assets released from restrictions. Donor-restricted grants and contributions whose restrictions are met in the same reporting period are reported as unrestricted.

Revenue from grants and contracts treated as exchange transactions is recognized as costs are incurred on the basis of direct costs plus allowable indirect expenses. Revenue recognized on these grants and contracts for which billings have not been presented to or collected from the awarding agency is included in grants and contributions receivable in the accompanying statement of financial position. Grant awards received in advance, but not yet expended, are reflected as refundable advances in the accompanying statement of financial position.

In-Kind Contributions

In-kind contributions consist of contributed materials, facilities and legal services. The value of the in-kind contributions are recorded as revenue and expenses at the estimated fair value as of the date of receipt or the date the services were provided. The amount is included in in-kind contributions in the accompanying statement of activities.

Functional Expense Allocation

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

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 in the financial statements. Actual results could differ from those estimates.

NATIONAL ENERGY EDUCATION DEVELOPMENT PROJECT, INC.

NOTES TO FINANCIAL STATEMENTS
For the Year Ended December 31, 2013

2. Grants and Contributions Receivable

Grants and contributions receivable are recorded at their net realizable value. All receivables are expected to be received within one year and are deemed fully collectible. Grants and contributions receivable totaled \$581,048 at December 31, 2013.

3. Certificates of Deposit

The following table summarizes NEED's certificates of deposit measured at fair value on a recurring basis as of December 31, 2013, aggregated by the fair value hierarchy level with which those measurements were made:

	<u>Fair Value</u>	Quoted Prices in Active Markets for Identical Assets/ Liabilities (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Certificates of Deposit	\$ <u>396,472</u>	\$ <u>-</u>	\$ <u>396,472</u>	\$ <u>-</u>

The certificates of deposit are recorded at fair value by discounting the related cash flows based on current yields of similar instruments with comparable characteristics.

4. Property and Equipment

Property and equipment consists of the following at December 31, 2013:

Computer equipment	\$ 88,110
Office furniture and equipment	<u>45,977</u>
Total Property and Equipment	134,087
Less: Accumulated Depreciation and Amortization	<u>(128,722)</u>
Property and Equipment, Net	\$ <u>5,365</u>

During the year ended December 31, 2013, NEED recorded depreciation and amortization expense related to property and equipment of \$1,789.

NATIONAL ENERGY EDUCATION DEVELOPMENT PROJECT, INC.

**NOTES TO FINANCIAL STATEMENTS
For the Year Ended December 31, 2013**

5. Temporarily Restricted Net Assets

As of December 31, 2013, temporarily restricted net assets are available for the following programs or purposes:

Program administration	\$ 412,947
Grants	450,000
Workshops and conferences	397,626
Kits and materials	294,239
Marketing and outreach	200,000
Youth awards	61,055
Web development	20,500
Training conferences	<u>3,774</u>
Total	<u>\$ 1,840,141</u>

6. Commitments and Contingencies

Office Leases

NEED has a non-cancelable operating lease agreement for its office space in Manassas, Virginia, which expires on April 30, 2016. In addition, NEED has a non-cancelable operating lease for its second office and a warehouse location in Roanoke, Virginia, which expires on February 28, 2017.

The terms of both leases provide for a 3% increase in future minimum rental payments. Under accounting principles generally accepted in the United States of America, all fixed rent increases are recognized on a straight-line basis over the term of the lease. The difference between this expense and the required lease payments is reflected as deferred rent in the accompanying statement of financial position. Rent expense was \$91,387 for the year ended December 31, 2013.

The future minimum lease payments required under these leases are as follows as of December 31, 2013:

<u>For the Year Ending December 31,</u>	<u>Roanoke</u>	<u>Manassas</u>	<u>Total</u>
2014	\$ 59,488	\$ 34,411	\$ 93,899
2015	61,272	35,444	96,716
2016	63,110	11,930	75,040
2017	<u>10,570</u>	<u>-</u>	<u>10,570</u>
Total	<u>\$ 194,440</u>	<u>\$ 81,785</u>	<u>\$ 276,225</u>

Continued

NATIONAL ENERGY EDUCATION DEVELOPMENT PROJECT, INC.

NOTES TO FINANCIAL STATEMENTS
For the Year Ended December 31, 2013

6. Commitments and Contingencies (continued)

Concentration of Credit Risk

NEED maintains its cash and cash equivalents with commercial financial institutions which aggregate balance may exceed at times the Federal Deposit Insurance Corporation (FDIC) insured limit of \$250,000 per depositor per institution. As of December 31, 2013, NEED's account balances exceeded the maximum limit insured by the FDIC by approximately \$1,159,000. NEED monitors the credit worthiness of these institutions and has not experienced any historical credit losses on its cash and cash equivalents.

7. In-Kind Contributions

During the year ended December 31, 2013, NEED received in-kind contributions consisting of contributed materials and legal services. These in-kind contributions are recognized as revenue and expense in the accompanying statement of activities at their estimated fair value, as provided by the donor at the date of receipt. For the year ended December 31, 2013, in-kind contributions consisted of \$38,400 of contributed materials and \$6,250 of contributed legal services.

8. Pension Plan

NEED maintains a Section 403(b) pension benefit plan for its employees. NEED's matching tax-sheltered annuity plan allows for a pretax employee contribution of the maximum amount currently permitted by law and a 100% employer match up to 6% of compensation. The plan provides for immediate vesting for employees. Pension expense was \$38,751 for the year ended December 31, 2013, and is included in personnel costs in the accompanying supplemental schedule of functional expenses.

9. Line of Credit

NEED has a revolving line of credit agreement with a bank. The line of credit has a borrowing limit of \$100,000 and is renewable annually. Funds drawn against this line of credit accrue interest at a variable rate based on the prime rate established by the bank plus 0.75%, which totaled 4% at December 31, 2013. The line of credit is secured by NEED's certificates of deposit. As of December 31, 2013, NEED had no outstanding balance on this line of credit.

10. Income Taxes

NEED is exempt from the payment of taxes on income other than net unrelated business income under Section 501(c)(3) of the Internal Revenue Code. No provision for income taxes is required for the year ended December 31, 2013, as NEED had no net unrelated business income.

NATIONAL ENERGY EDUCATION DEVELOPMENT PROJECT, INC.

NOTES TO FINANCIAL STATEMENTS
For the Year Ended December 31, 2013

10. Income Taxes (continued)

NEED follows the authoritative guidance relating to accounting for uncertainty in income taxes included in ASC topic *Income Taxes*. These provisions provide consistent guidance for the accounting for uncertainty in income taxes recognized in an entity's financial statements and prescribe a threshold of "more likely than not" for recognition and derecognition of tax positions taken or expected to be taken in a tax return. NEED performed an evaluation of uncertain tax positions for the year ended December 31, 2013, and determined that there were no matters that would require recognition in the financial statements or that may have any effect on its tax-exempt status. As of December 31, 2013, the statute of limitations for tax years ending December 31, 2010 through 2012 remains open with the U.S. federal jurisdiction or the various states and local jurisdictions in which NEED files tax returns. It is NEED's policy to recognize interest and/or penalties related to uncertain tax positions, if any, in income tax expense. As of December 31, 2013, NEED had no accruals for interest and/or penalties.

11. Summarized Financial Information

The financial statements include certain prior year summarized comparative information in total, but not by net asset class and functional area. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with NEED's financial statements for the year ended December 31, 2012, from which the summarized information was derived.

12. Reclassifications

Certain reclassifications of the 2012 balances have been made to conform to the 2013 presentation.

13. Subsequent Events

In preparing these financial statements, NEED has evaluated events and transactions for potential recognition or disclosure through May 29, 2014, the date the financial statements were available to be issued. There were no subsequent events that require recognition of, or disclosure in, these financial statements.

SUPPLEMENTAL INFORMATION

NATIONAL ENERGY EDUCATION DEVELOPMENT PROJECT, INC.
STATEMENT OF FUNCTIONAL EXPENSES
For the Year Ended December 31, 2013
(With Summarized Financial Information for the Year Ended December 31, 2012)

	Program Services							Supporting Service		2013 Total	2012 Total	
	Workshops and Conferences	Kits and Materials	Program Administration	Curriculum Development	Youth Awards Program	Training Conferences	Program Development	Total Programs	General and Administrative			Fundraising
Personnel costs	\$ 369,148	\$ 84,360	\$ 677,457	\$ 302,167	\$ 20,159	\$ 20,177	\$ 5,883	\$ 1,479,351	\$ 14,075	\$ 5,120	\$ 1,498,546	\$ 1,459,905
Kit purchases	-	666,166	-	-	-	-	-	666,166	-	-	666,166	824,031
Scholarships, awards and grants	488,663	-	-	-	-	-	-	488,663	-	-	488,663	381,386
Travel	320,474	-	62,408	36,492	273,692	45,486	25,203	763,755	12,869	18,559	795,183	732,819
Conferences and workshops	290,743	-	-	-	-	105,169	-	395,912	-	-	395,912	476,820
Professional services	20,799	5,561	68,457	47,708	3,598	1,140	616	147,879	794	-	148,673	282,150
Postage and shipping	111,171	79,886	3,840	(618)	1,945	10,275	-	206,499	425	3,141	210,065	271,192
Substitute pay	164,774	-	-	-	-	-	180	164,954	-	-	164,954	175,314
Curriculum purchases	-	-	-	187,580	-	-	-	187,580	-	-	187,580	215,679
Youth awards	-	-	-	-	198,858	-	-	198,858	-	-	198,858	259,458
Computer equipment and office supplies	26,145	10,590	12,225	12,615	34,597	2,813	9,223	108,208	27,569	9,223	145,000	209,479
Rent	-	57,896	-	-	-	-	-	57,896	33,491	-	91,387	95,704
Stipends	54,464	-	5,085	6,650	-	7,500	-	73,699	-	-	73,699	122,992
Printing and copying	3,749	-	797	19	37	77	271	4,950	15,200	271	20,421	41,774
Telephone and communications	2,573	2,492	5,985	1,290	-	-	90	12,430	27,085	90	39,605	39,142
Temporary labor	-	19,184	-	-	-	-	-	19,184	-	-	19,184	24,462
Program development	6,244	-	7,064	-	-	-	24,968	38,276	929	8,986	48,191	69,717
Repairs and maintenance	-	2,988	-	-	-	-	-	2,988	15,584	-	18,572	19,682
Other Expenses	-	-	-	173	-	-	-	173	1,694	-	1,867	5,166
Office equipment rental	-	4,414	-	-	-	-	-	4,414	14,220	-	18,634	15,705
Curriculum development	-	1,958	-	25,927	-	-	-	27,885	-	-	27,885	6,650
Dues and subscriptions	1,628	-	571	150	-	-	6,035	8,384	4,230	4,024	16,638	16,977
Insurance	3,439	786	6,312	2,815	188	188	102	13,830	132	-	13,962	12,858
Bank service charges	2,161	494	3,967	1,769	118	118	64	8,691	83	-	8,774	9,550
Utilities	1,023	234	1,878	838	56	56	30	4,115	40	-	4,155	4,825
Depreciation and amortization	441	101	809	361	24	24	13	1,773	16	-	1,789	1,263
Newsletter design	-	-	-	5,926	-	-	-	5,926	-	-	5,926	-
Development and Program Evaluation	-	-	-	-	1,100	-	-	1,100	-	-	1,100	-
Interest expense	2	-	-	-	-	-	-	2	-	-	2	-
TOTAL EXPENSES	\$ 1,867,641	\$ 937,110	\$ 856,855	\$ 631,862	\$ 534,372	\$ 193,023	\$ 72,678	\$ 5,093,541	\$ 168,436	\$ 49,414	\$ 5,311,391	\$ 5,774,700

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