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November 10, 2014

Board of Directors
Women's Bureau, Inc.
2417 Fairfield Avenue
Fort Wayne, IN 46807

We have reviewed the audit report prepared by Dulin, Ward & DeWald, Inc., for the period January 1, 2013 to December 31, 2013. In our opinion, the audit report was prepared in accordance with the guidelines established by the State Board of Accounts. Per the Independent Public Accountants' opinion, the financial statements included in the report present fairly the financial condition of Women's Bureau, Inc., as of December 31, 2013, and the results of its operations for the period then ended, on the basis of accounting described in the report.

The Independent Public Accountants' report is filed with this letter in our office as a matter of public record.

Paul D. Joyce
Paul D. Joyce, CPA
State Examiner

WOMEN'S BUREAU, INC.

FINANCIAL STATEMENTS

Year Ended December 31, 2013

With Summarized Information for December 31, 2012

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INDEPENDENT AUDITORS' REPORT

Board of Directors
Women's Bureau, Inc.
Fort Wayne, Indiana

We have audited the accompanying financial statements of Women's Bureau, Inc. (a nonprofit organization) which comprise the statement of financial position as of December 31, 2013, and the related statements of activities, functional expenses 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 controls 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 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 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 misstatements 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 Women's Bureau, Inc. as of December 31, 2013, and the changes in its net assets and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited Women's Bureau, Inc.'s 2012 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated June 14, 2013.

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.

Other Matters

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedule of governmental funds received on page 21 is presented for purposes of additional analysis as required by the Indiana State Board of Accounts and is not a required part of the basic financial statements of Women's Bureau, Inc. 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.

Dubin, Ward & Adbold, Inc.

Fort Wayne, Indiana

April 14, 2014

WOMEN'S BUREAU, INC.
STATEMENT OF FINANCIAL POSITION
December 31, 2013 with Summarized Information for December 31, 2012

	2013	2012
ASSETS		
Cash and cash equivalents	\$ 71,388	\$ 37,162
Receivables:		
Contract fees	28,082	38,540
Grants	157,723	113,450
Prepaid expenses	20,085	21,706
Investments	352,802	360,376
Cash value of life insurance	9,471	9,254
Beneficial interests	25,994	23,421
Fixed assets - net	<u>14,028</u>	<u>17,588</u>
Total Assets	<u><u>\$ 679,573</u></u>	<u><u>\$ 621,497</u></u>
LIABILITIES AND NET ASSETS		
Line of credit	\$ -	\$ 25,910
Accounts payable	6,262	20,334
Employees' payroll deductions and accrued expenses	<u>43,682</u>	<u>45,065</u>
Total Liabilities	49,944	91,309
NET ASSETS		
Unrestricted net assets	155,833	123,930
Temporarily restricted net assets	242,448	174,910
Permanently restricted net assets	<u>231,348</u>	<u>231,348</u>
Total Net Assets	<u>629,629</u>	<u>530,188</u>
Total Liabilities and Net Assets	<u><u>\$ 679,573</u></u>	<u><u>\$ 621,497</u></u>

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

WOMEN'S BUREAU, INC.
STATEMENT OF ACTIVITIES

Year Ended December 31, 2013

With Summarized Information for the Year Ended December 31, 2012

	Unrestricted	Temporarily Restricted
CHANGES IN NET ASSETS		
Support, Revenues and Gains:		
Contributions	\$ 107,366	\$ 141,630
United Way	5,603	20,000
Grants - federal	250,299	-
Grants - state	371,152	-
Grants - county and city	31,387	-
Special events:		
Proceeds	62,290	-
Less direct benefit to donors	(12,915)	-
Memberships	594	-
Program service fees	-	-
Contract fees	175,574	-
Investment revenue	1,108	8,724
Gain on investments	2,550	48,394
Miscellaneous	10,184	-
Net Assets Released From Restrictions:		
Satisfaction of program requirements	151,210	(151,210)
	1,156,402	67,538
Total Support, Revenues and Gains		
Expenses and Losses:		
Transitions	536,674	-
Violence Against Women	326,089	-
Dress for Success	64,126	-
Administration	127,140	-
Fund raising	70,470	-
Loss on disposal of fixed assets	-	-
	1,124,499	-
Total Expenses and Losses		
CHANGE IN NET ASSETS	31,903	67,538
NET ASSETS - beginning of year	123,930	174,910
NET ASSETS - end of year	\$ 155,833	\$ 242,448

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

Permanently Restricted	2013	2012
\$ -	\$ 248,996	\$ 192,113
-	25,603	27,413
-	250,299	219,733
-	371,152	290,745
-	31,387	5,375
-	62,290	99,075
-	(12,915)	(10,748)
-	594	2,273
-	-	281
-	175,574	179,189
-	9,832	11,785
-	50,944	36,028
-	10,184	55
-	-	-
-	1,223,940	1,053,317
-	536,674	670,956
-	326,089	292,110
-	64,126	-
-	127,140	242,439
-	70,470	124,913
-	-	414
-	1,124,499	1,330,832
-	99,441	(277,515)
231,348	530,188	807,703
<u>\$ 231,348</u>	<u>\$ 629,629</u>	<u>\$ 530,188</u>

WOMEN'S BUREAU, INC.
STATEMENT OF FUNCTIONAL EXPENSES
Year Ended December 31, 2013
With Summarized Information for the Year Ended December 31, 2012

	Transitions	Violence Against Women	Dress for Success	Admini- stration
Salaries	\$ 310,020	\$ 187,716	\$ 31,643	\$ 55,909
Employee health and retirement benefits	15,363	14,341	73	17,819
Payroll taxes	30,802	18,832	2,709	6,256
Total Salaries and Related Expenses	356,185	220,889	34,425	79,984
Rent	79,186	8,279	2,050	10,420
Professional fees	3,900	62,710	-	19,257
Contracted services	18,189	1,719	4,930	3,952
Insurance	20,176	7,551	508	191
Maintenance and repairs	14,638	4,247	3,385	4,422
Program supplies and services	13,299	500	11,339	506
Travel	10,130	13,137	1,931	70
Office supplies and postage	5,600	2,649	1,630	2,825
Special events	-	-	-	-
Printing and publications	603	628	1,439	526
Telephone	7,375	1,569	227	1,189
Licenses and fees	370	322	500	2,687
Public relations	67	273	1,047	370
Miscellaneous	1,471	299	277	(683)
Registrations - fees and dues	668	(467)	285	740
Interest	-	-	-	30
Bad debts	-	-	-	-
Total Expenses Before Depreciation	531,857	324,305	63,973	126,486
Depreciation	4,817	1,784	153	654
Total Expenses	\$ 536,674	\$ 326,089	\$ 64,126	\$ 127,140

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

Fund Raising	2013	2012
\$ 30,651	\$ 615,939	\$ 663,983
81	47,677	56,162
<u>3,023</u>	<u>61,622</u>	<u>66,026</u>
33,755	725,238	786,171
-	99,935	154,343
4,062	89,929	108,185
3,812	32,602	45,658
1,970	30,396	32,009
1,958	28,650	25,815
2	25,646	17,855
160	25,428	17,292
1,822	14,526	14,140
12,033	12,033	43,882
8,344	11,540	13,330
34	10,394	9,885
-	3,879	2,052
1,899	3,656	2,457
56	1,420	3,295
53	1,279	4,977
-	30	792
<u>-</u>	<u>-</u>	<u>35,642</u>
69,960	1,116,581	1,317,780
<u>510</u>	<u>7,918</u>	<u>12,638</u>
<u>\$ 70,470</u>	<u>\$ 1,124,499</u>	<u>\$ 1,330,418</u>

WOMEN'S BUREAU, INC.
STATEMENT OF CASH FLOWS
Year Ended December 31, 2013

With Summarized Information for the Year Ended December 31, 2012

	2013	2012
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ 99,441	\$ (277,515)
Adjustments to reconcile change in net assets to cash flows from operating activities:		
Depreciation	7,918	12,638
Change in cash surrender value of life insurance	(217)	(73)
Reinvested interest in beneficial interests - net of fees	(842)	(390)
Reinvested interest in investments - net of fees	(4,662)	(6,906)
(Gain) loss on investments	(50,944)	(36,028)
(Gain) loss on disposal of fixed assets	-	414
Provision for bad debts	-	35,642
Change in assets and liabilities:		
(Increase) decrease in:		
Receivables - contract fees	10,458	(13,222)
Receivables - grants	(44,273)	4,975
Prepaid expenses	1,621	15,853
Increase (decrease) in:		
Accounts payable	(14,072)	11,617
Employees' payroll deductions and accrued expenses	(1,383)	(2,802)
	3,045	(255,797)
Cash Flows From Operating Activities	3,045	(255,797)
CASH FLOWS FROM INVESTING ACTIVITIES		
Proceeds from sale of investments	60,630	18,333
Purchase of fixed assets	(4,358)	(1,150)
Proceeds from beneficial interest	819	-
	57,091	17,183
Cash Flows From Investing Activities	57,091	17,183
CASH FLOWS FROM FINANCING ACTIVITIES		
Increase (decrease) in line of credit	(25,910)	25,910
	(25,910)	25,910
INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	34,226	(212,704)
CASH AND CASH EQUIVALENTS - beginning of year	37,162	249,866
CASH AND CASH EQUIVALENTS - end of year	\$ 71,388	\$ 37,162

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

WOMEN'S BUREAU, INC.
NOTES TO FINANCIAL STATEMENTS
December 31, 2013

1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization

The Women's Bureau, Inc.'s (Bureau) mission is advancing women through advocacy, education, and economic empowerment. The Bureau is dedicated to both advocacy on women's issues and the provision of services to women and their families in northern Indiana. Programs include substance abuse treatment, family reunification and self-sufficiency, rape crisis intervention and counseling, and rape prevention through education.

Taxes

The Bureau is exempt from income tax under Section 501(c)(3) of the Internal Revenue Code, and qualifies for the 50% charitable contributions deduction limitation. The Bureau has been classified as an organization that is not a private foundation under Section 509(a) of the Internal Revenue Code. The Bureau's income tax filings are subject to audit by various taxing authorities. The Bureau is no longer subject to income tax examinations by taxing authorities for tax years ending on or before December 31, 2009. The Bureau's management has determined that there are no events that would more likely than not cause the above tax position to change within the next twelve months.

Estimates

The process of preparing financial statements in conformity with accounting principles generally accepted in the United States of America requires the use of estimates and assumptions regarding certain types of assets, liabilities, revenues, and expenses. Such estimates primarily relate to unsettled transactions and events as of the date of the financial statements. Accordingly, upon settlement, actual results may differ from estimated amounts.

Cash and Cash Equivalents

For the purposes of the statement of cash flows, Women's Bureau, Inc. considers all highly liquid investments with a maturity of three months or less at the time of purchase to be cash equivalents.

(continued)

1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES(continued)

Receivables

The Bureau makes claims for reimbursement under government contracts and recognizes pledges as public support in the year that the pledge is made. The Bureau provides an allowance for uncollectible receivables equal to the estimated collection losses that will be incurred in the collection of all receivables. Based on historical collection experience with these entities, no allowance for uncollectible accounts is deemed necessary.

Investments

Investments in marketable securities with readily determinable fair values and all investments in debt securities are reported at their fair value in the statement of financial position. These investments are initially recorded at cost if they were purchased or at their fair market value on the date of the gift if they were received as a donation. Unrealized gains and losses are included in the statement of activities change in net assets.

Fixed Assets

Fixed assets are stated at cost or, if donated, at fair value at the date of the gift. The Bureau follows the policy of providing depreciation on the straight-line method for financial reporting purposes over the estimated useful lives of the related assets. It is not the Bureau's policy to imply time restrictions expiring over the useful life of donated assets. In the absence of donor-imposed restrictions on the use of the asset, gifts of long-lived assets are reported as unrestricted support. Fixed assets with an item cost or donated value of \$500 or more and a useful life of one year or more are capitalized when acquired.

Public Support and Revenue

All contributions are considered to be available for the general programs of the Bureau unless specifically restricted by the donor. The Bureau reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated asset. When the 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 statement of activities as net assets released from restrictions. Donor-restricted contributions are recorded in the temporarily restricted class for restrictions expiring during the fiscal year, and then reclassified to the unrestricted class. By definition, permanently restricted support must be maintained in perpetuity. Restrictions on these net assets do not expire and no assets are reclassified in the statement of activities.

In-kind Contributions

In-kind contributions of facilities, services, equipment and supplies are recognized as support and expense or property and equipment and are recorded at market value as of the date received.

(continued)

1. **ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**(continued)

Unemployment Compensation

For Indiana Employment Security Act purposes, the Bureau has elected to fund the State unemployment compensation reserve rather than to reimburse the State for claims made. Such contributions are recognized as expense when paid.

Financial Statement Presentation

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 generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Bureau's financial statements for the year ended December 31, 2012, from which the summarized information was derived.

Subsequent Events

Management has evaluated subsequent events through April 14, 2014, the date which the financial statements were available for issue.

2. **PLEDGES RECEIVABLE**

The Bureau has received notification of an intention to give in the amount of \$10,000 from the United Way of Allen County. The expected funding is to be used for programs in 2014 and has not been recorded as an asset of the Bureau as of December 31, 2013.

In addition, the Bureau has received notification of a conditional grant in the amount of up to \$10,000 for Dress for Success. The expected funding is to be received after a specified number of workshops has been held and has not been recorded as an asset of the Bureau as of December 31, 2013.

3. **INVESTMENTS**

Investments as of December 31, 2013 are summarized as follows:

	Market	Cost
Equities	\$ 216,912	\$ 137,443
Mutual funds	125,314	123,010
Money market funds	<u>10,576</u>	<u>10,576</u>
	<u>\$ 352,802</u>	<u>\$ 271,029</u>

(continued)

3. INVESTMENTS (continued)

Investments as of December 31, 2012 are summarized as follows:

	Market	Cost
Equities	\$ 221,894	\$ 173,842
Mutual funds	134,813	129,562
Money market funds	<u>3,669</u>	<u>3,669</u>
	<u>\$ 360,376</u>	<u>\$ 307,073</u>

4. BENEFICIAL INTEREST

The beneficial interest consists of funds held by the Community Foundation of Greater Fort Wayne (Foundation) which are the result of an agreement whereby the Bureau has transferred assets to the Foundation and has specified itself as the beneficiary of the assets. The Bureau may draw up to a certain percent of the value of the assets each year, but may only obtain a return of the full value of the assets upon consent of the Foundation.

Additionally, the Foundation holds investment assets, with a value of \$27,604 at December 31, 2013 and \$24,544 at December 31, 2012, for the benefit of the Bureau for which the Foundation has retained variance power. These assets are not recorded as assets of the Bureau.

5. FIXED ASSETS

The components of fixed assets as of December 31 are as follows:

	2013	2012
Furniture and equipment	\$ 123,114	\$ 125,767
Accumulated depreciation	<u>109,086</u>	<u>108,179</u>
	<u>\$ 14,028</u>	<u>\$ 17,588</u>

6. FAIR VALUE MEASUREMENT

Assets and liabilities recorded at fair value in the statement of financial position are categorized based upon the level of judgment associated with the inputs used to measure their fair value. Level inputs are defined as follows:

Level 1. Unadjusted quoted prices in active markets for identical assets and liabilities.

Level 2. Observable inputs other than those included in Level 1, such as quoted market prices for similar assets or liabilities in active markets or quoted market prices for identical assets or liabilities in inactive markets.

Level 3. Unobservable inputs reflecting management's own assumptions about the inputs used in pricing the asset or liability. Level 3 assets and liabilities include financial instruments whose value is determined using pricing models, discounted cash flow methodologies, or similar techniques, as well as instruments for which the determination of fair value requires significant management judgment or estimation.

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets and liabilities measured at fair value.

Investments. Value determined by reference to quoted market prices and other relevant information generated by market transactions.

Cash Value of Life Insurance. Value determined by life insurance company to be the net cash value of the policy.

Beneficial Interest. Value based upon the Bureau's proportionate share of the Community Foundation of Greater Fort Wayne's pooled investment portfolio.

(continued)

6. FAIR VALUE MEASUREMENT (continued)

Fair value of assets and liabilities measured on a recurring basis at December 31, 2013 are as follows:

	Level 1	Level 3
Investments		
Equities:		
Large value	\$ 70,842	\$ -
Large growth	56,290	-
Foreign large blend	28,335	-
Mid-cap blend	26,096	-
World stock	13,237	-
Diversified emerging markets	8,228	-
Real estate	5,928	-
Small blend	3,980	-
Small growth	3,976	-
Mutual funds	125,314	-
Cash value of life insurance	-	9,471
Beneficial interests	<u>-</u>	<u>25,994</u>
	<u>\$ 342,226</u>	<u>\$ 35,465</u>

Fair value of assets and liabilities measured on a recurring basis at December 31, 2012 are as follows:

	Level 1	Level 3
Investments		
Equities:		
Large growth	\$ 66,697	\$ -
Large value	58,739	-
Foreign large blend	25,987	-
Mid-cap value	23,583	-
Mid-cap blend	21,489	-
Diversified emerging markets	8,906	-
Real estate	7,695	-
Small blend	3,294	-
Small growth	2,850	-
Equity energy	2,654	-
Mutual funds	134,813	-
Cash value of life insurance	-	9,254
Beneficial interests	<u>-</u>	<u>23,421</u>
	<u>\$ 356,707</u>	<u>\$ 32,675</u>

(continued)

6. FAIR VALUE MEASUREMENT (continued)

Following is a reconciliation of activity for assets and liabilities measured at fair value based on significant unobservable inputs for the year ending December 31, 2013:

	Beneficial Interests	Cash Value of Life Insurance
Beginning balance - January 1, 2013	\$ 23,421	\$ 9,254
Total gains and losses included in earnings:		
Income	1,095	-
Unrealized gain (loss)	2,003	217
Realized gain (loss)	547	-
Investment fees	(253)	-
Contributions	-	-
Distribution	<u>(819)</u>	<u>-</u>
Ending balance - December 31, 2013	<u>\$ 25,994</u>	<u>\$ 9,471</u>

Following is a reconciliation of activity for assets and liabilities measured at fair value based on significant unobservable inputs for the year ending December 31, 2012:

	Beneficial Interests	Cash Value of Life Insurance
Beginning balance - January 1, 2012	\$ 20,938	\$ 9,181
Total gains and losses included in earnings:		
Income	641	-
Unrealized gain (loss)	1,324	73
Realized gain (loss)	769	-
Investment fees	(251)	-
Contributions	-	-
Distribution	<u>-</u>	<u>-</u>
Ending balance - December 31, 2012	<u>\$ 23,421</u>	<u>\$ 9,254</u>

7. LINE OF CREDIT

The line of credit with Wells Fargo expired January 22, 2013 and was not renewed.

The amount of interest charged to operations was \$30 in 2013 and \$792 in 2012.

8. NET ASSETS

Temporarily restricted net assets as of December 31 are restricted for the following purposes:

	2013	2012
Endowment - unappropriated earnings	\$ 136,781	\$ 144,354
Dress for Success	44,923	25,060
Transitions	30,744	5,496
Project CARE	<u>30,000</u>	<u>-</u>
	<u>\$ 242,448</u>	<u>\$ 174,910</u>

Permanently restricted net assets are restricted for endowment purposes.

9. ENDOWMENT

Women's Bureau, Inc. has currently invested its donor-restricted endowment funds in an investment account with a mixture of equities, fixed income and cash and cash equivalents. In addition, a portion of the donor-restricted and board designated endowment funds have been invested with the Community Foundation of Greater Fort Wayne. The endowment has been established to promote the mission of the agency. Net assets associated with endowment funds, including funds designated by the Board of Directors to function as endowments, are classified and reported based on the existence or absence of donor-imposed restrictions.

(continued)

9. **ENDOWMENT** (continued)

Interpretation of Relevant Law

The Board of Directors of Women's Bureau, Inc. has interpreted the Uniform Prudent Management of Institutional Funds Act (UPMIFA) as requiring the preservation of the fair value of the original gift as of the gift date of the donor-restricted endowment funds absent explicit donor stipulations to the contrary. As a result of this interpretation, the Bureau classifies as permanently restricted net assets (a) the original value of gifts donated to the permanent endowment, (b) the original value of subsequent gifts to the permanent endowment, and (c) accumulations to the permanent endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund. The remaining portion of the donor-restricted endowment fund that is not classified in permanently restricted net assets is classified as temporarily restricted net assets until those amounts are appropriated for expenditure by the Bureau in a manner consistent with the standard of prudence prescribed by UPMIFA. In accordance with UPMIFA, the Bureau considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

- (1) The duration and preservation of the fund
- (2) The purposes of the Bureau and the donor-restricted endowment fund
- (3) General economic conditions
- (4) The possible effect of inflation and deflation
- (5) The expected total return from income and the appreciation of investments
- (6) Other resources of the Bureau
- (7) The investment policies of the Bureau.

Endowment Net Asset Composition by Type of Fund as of December 31, 2013

	Donor Restricted Endowment	Board Designated Endowment	Total Endowment
Unrestricted	\$ (1,753)	\$ 12,421	\$ 10,668
Temporarily restricted	136,781	-	136,781
Permanently restricted	<u>231,348</u>	<u>-</u>	<u>231,348</u>
Total funds	<u>\$ 366,376</u>	<u>\$ 12,421</u>	<u>\$ 378,797</u>

(continued)

9. **ENDOWMENT** (continued)

Changes in Endowment Net Assets for the Year Ended December 31, 2013

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Endowment net assets - beginning of year	\$ 8,094	\$ 144,354	\$ 231,348	\$ 383,796
Investment return:				
Investment income	1,097	8,724	-	9,821
Net depreciation (realized and unrealized)	2,549	48,394	-	50,943
Fees	<u>(253)</u>	<u>(4,061)</u>	<u>-</u>	<u>(4,314)</u>
Total investment return	3,393	53,057	-	56,450
Contributions	-	-	-	-
Appropriation of endowment assets for expenditure	<u>(819)</u>	<u>(60,630)</u>	<u>-</u>	<u>(61,449)</u>
Endowment net assets - end of year	<u>\$ 10,668</u>	<u>\$ 136,781</u>	<u>\$ 231,348</u>	<u>\$ 378,797</u>

Endowment Net Asset Composition by Type of Fund as of December 31, 2012

	Donor Restricted Endowment	Board Designated Endowment	Total Endowment
Unrestricted	\$ (3,083)	\$ 11,177	\$ 8,094
Temporarily restricted	144,354	-	144,354
Permanently restricted	<u>231,348</u>	<u>-</u>	<u>231,348</u>
Total funds	<u>\$ 372,619</u>	<u>\$ 11,177</u>	<u>\$ 383,796</u>

(continued)

9. ENDOWMENT (continued)

Changes in Endowment Net Assets for the Year Ended December 31, 2012

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Endowment net assets - beginning of year	\$ 5,611	\$ 111,948	\$ 231,348	\$ 348,907
Investment return:				
Investment income	641	10,973	-	11,614
Net depreciation (realized and unrealized)	2,093	33,935	-	36,028
Fees	<u>(251)</u>	<u>(4,100)</u>	<u>-</u>	<u>(4,351)</u>
Total investment return	2,483	40,808	-	43,291
Contributions	-	-	-	-
Appropriation of endowment assets for expenditure	<u>-</u>	<u>(8,402)</u>	<u>-</u>	<u>(8,402)</u>
Endowment net assets - end of year	<u>\$ 8,094</u>	<u>\$ 144,354</u>	<u>\$ 231,348</u>	<u>\$ 383,796</u>

Description of Amounts Classified as Permanently Restricted Net Assets and Temporarily Restricted Net Assets (Endowment Only)

	2013	2012
Permanently Restricted Net Assets		
The portion of perpetual endowment funds that is required to be retained permanently either by explicit donor stipulation or by UPMIFA	\$ 231,348	\$ 231,348
Temporarily Restricted Net Assets		
The portion of perpetual endowment funds subject to a time restriction under UPMIFA	\$ 136,781	\$ 144,354

(continued)

9. ENDOWMENT (continued)

Funds with Deficiencies

From time to time, the fair value of assets associated with individual donor-restricted endowment funds may fall below the level that the donor requires the Bureau to retain as a fund of perpetual duration. Deficiencies of this nature that are reported as unrestricted net assets were \$1,753 as of December 31, 2013 and \$3,083 as of December 31, 2012. These deficiencies resulted from unfavorable market fluctuations in past years.

Return Objectives and Risk Parameters

The Bureau has adopted investment and spending policies for endowment assets that attempt to preserve the principal in terms of its purchasing power so the fund will be able to serve the Bureau's needs over the long term; produce sufficient income to meet the needs of the Bureau; and provide long-term growth in assets as may be fairly balanced by the need for reasonable income and investment risk. Under this policy, as approved by the Board of Directors, the endowment assets are invested in a manner that is intended to achieve satisfactory investment returns while gaining the risk control of diversification.

Strategies Employed for Achieving Objectives

To satisfy its long-term rate-of-return objectives, the Bureau relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). The Bureau targets a diversified asset allocation that places a greater emphasis on equity-based investments to achieve its long-term return objectives within prudent risk constraints.

Spending Policy and How the Investment Objectives Relate to Spending Policy

The Bureau has a policy of appropriating for distribution each year 5 percent of its endowment fund's average prior three-year portfolio value. In establishing this policy, the Bureau considers the long-term expected return on its endowment.

10. EMPLOYEE BENEFIT PLAN

The Bureau sponsors a tax deferred annuity plan under Section 403(b) of the Internal Revenue Code. This plan covers all employees who elect salary reduction contributions. The Bureau matches a certain percent of the amount contributed by the employees. The amount charged to operations was \$819 for 2013 and \$665 for 2012.

11. OPERATING LEASES

The Bureau leases its operating facilities under operating leases expiring in 2014. Total rental expense under the noncancelable leases was \$96,602 for 2013 and \$150,845 for 2012 .

In addition, the Bureau leases office equipment under an operating lease expiring in 2017. Total rental expense under the noncancelable lease was \$432 for 2013.

Minimum future rental payments under noncancelable operating leases as of December 31, 2013 for each of the next five years and in the aggregate are as follows:

2014	\$	53,931
2015		864
2016		864
2017		432
2018 and thereafter		<u>-</u>
Total lease commitments	\$	<u>56,091</u>

Additionally, the Bureau rents other facilities, storage space and office equipment on a month-to-month basis. Total rental expense under cancelable operating leases was \$432 for 2013 and \$4,197 for 2012.

12. INVESTMENT EXPENSES

Investment expenses totaled \$4,315 for 2013 and \$4,352 for 2012 and have been included in professional fees on the statement of functional expenses.

13. IN-KIND CONTRIBUTIONS

The Bureau recognized contribution revenue for certain services received at the fair value of those services. Those services include the following:

	2013	2012
Program – Violence Against Women		
Professional fees	\$ 59,760	\$ 83,130

14. CONCENTRATIONS

The Bureau provides a substantial amount of its services to Lake County, Indiana and to the federal government. A significant reduction in the level of this activity, if this were to occur, may have an effect on the Bureau's operating results.

The Bureau has significant investments in stocks, bonds and mutual funds and, therefore, is subject to concentration of credit risk. Investments are made by investment managers engaged by the Bureau. Although the fair value of investments is subject to fluctuation on a year-to-year basis, management believes the investment policy is prudent for the long-term welfare of the Bureau and its beneficiaries.

15. ADVERTISING COSTS

Advertising costs are charged to operations when incurred. The cost of advertising charged to operations was \$3,360 in 2013 and \$2,457 in 2012.

16. STATEMENT OF CASH FLOWS SUPPLEMENTAL DISCLOSURES

Cash used in operating activities includes interest paid of \$30 in 2013 and \$792 in 2012.

WOMEN'S BUREAU, INC.
SCHEDULE OF GOVERNMENTAL FUNDS RECEIVED
Year Ended December 31, 2013

Federal Grantor/ Pass-Through Grantor/Program Title	Federal CFDA Number	Revenue Recognized
U.S. Department of Justice: Passed through Indiana Criminal Justice Institute: Crime Victim Assistance	16.575	\$ 79,853
U.S. Department of Health and Human Services: Passed through Indiana Coalition Against Sexual Assault: Rape Prevention Education	93.136	30,308
Passed through Indiana Coalition Against Sexual Assault: Sexual Assault Services and Prevention	93.136	48,258
U.S. Department of Housing and Urban Development: Supportive Housing Program	14.235	91,880
Indiana Department of Child Services: Family and Child	N/A	<u>402,539</u>
		<u>\$ 652,838</u>

See independent auditors' report.