

# **Suicide Awareness Voices of Education (SAVE)**

Minneapolis, Minnesota

Financial Statements

Years Ended December 31, 2013 and 2012

# Suicide Awareness Voices of Education (SAVE)

Financial Statements  
Years Ended December 31, 2013 and 2012

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## **Independent Auditor's Report**

Board of Directors  
Suicide Awareness Voices of Education (SAVE)  
Minneapolis, Minnesota

We have audited the accompanying financial statements of Suicide Awareness Voices of Education (SAVE) (a nonprofit organization) which comprise the statements of financial position as of December 31, 2013 and 2012, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

### **Management's Responsibility for the Financial Statements**

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

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States. Those standards require that we plan and perform the audits 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 manager, 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 Suicide Awareness Voices of Education as of December 31, 2013 and 2012, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States.

*Wipfli LLP*

Wipfli LLP

November 20, 2014  
Minneapolis, Minnesota

# Suicide Awareness Voices of Education (SAVE)

## Statements of Financial Position

December 31, 2013 and 2012

| <i>Assets</i>  | <b>2013</b>       | <b>2012</b>       |
|--|-------------------|-------------------|
| Current assets:  |                   |                   |
| Cash   | \$ 199,289        | \$ 174,472        |
| Certificates of deposit  | 190,685           | 190,475           |
| Grants receivable  | 8,341             | 16,776            |
| Accounts receivable, net allowance<br>of \$4,358 and \$1,857 for 2013 and 2012, respectively | 28,692            | 14,270            |
| Prepaid expenses   | 5,624             | 4,807             |
| <b>Total current assets</b>  | <b>432,631</b>    | <b>400,800</b>    |
| Property and equipment, net  | 1,812             | 3,684             |
| Restricted cash  | 19,450            | 19,450            |
| <b>TOTAL ASSETS</b>  | <b>\$ 453,893</b> | <b>\$ 423,934</b> |
| <i>Liabilities and Net Assets</i>  |                   |                   |
| Current liabilities:   |                   |                   |
| Accounts payable and other liabilities   | \$ 505            | \$ 505            |
| Accrued payroll and related expenses   | 25,671            | 20,956            |
| <b>Total current liabilities</b>   | <b>26,176</b>     | <b>21,461</b>     |
| Net assets:  |                   |                   |
| Unrestricted   | 407,967           | 380,723           |
| Temporarily restricted   | 300               | 2,300             |
| Permanently restricted   | 19,450            | 19,450            |
| <b>Total net assets</b>  | <b>427,717</b>    | <b>402,473</b>    |
| <b>TOTAL LIABILITIES AND NET ASSETS</b>  | <b>\$ 453,893</b> | <b>\$ 423,934</b> |

See accompanying notes to financial statements.

# Suicide Awareness Voices of Education (SAVE)

## Statements of Activities

Years Ended December 31, 2013 and 2012

|   | 2013              |                        |                        |                   | 2012              |                        |                        |                   |
|---|-------------------|------------------------|------------------------|-------------------|-------------------|------------------------|------------------------|-------------------|
|   | Unrestricted      | Temporarily Restricted | Permanently Restricted | Total             | Unrestricted      | Temporarily Restricted | Permanently Restricted | Total             |
| Support and revenue:  |                   |                        |                        |                   |                   |                        |                        |                   |
| Contributions   | \$ 269,670        | \$ 300                 | \$ 0                   | \$ 269,970        | \$ 238,783        | \$ 2,300               | \$ 0                   | \$ 241,083        |
| Special events, net expenses of \$109,779 and \$109,007 for 2013 and 2012, respectively | 217,877           | 0                      | 0                      | 217,877           | 188,228           | 0                      | 0                      | 188,228           |
| Government Grants   | 44,752            | 0                      | 0                      | 44,752            | 58,775            | 0                      | 0                      | 58,775            |
| Publication income  | 42,935            | 0                      | 0                      | 42,935            | 41,578            | 0                      | 0                      | 41,578            |
| Program income  | 54,281            | 0                      | 0                      | 54,281            | 20,989            | 0                      | 0                      | 20,989            |
| Interest income   | 580               | 0                      | 0                      | 580               | 1,606             | 0                      | 0                      | 1,606             |
| Other income  | 1,157             | 0                      | 0                      | 1,157             | 0                 | 0                      | 0                      | 0                 |
| In-kind contributions   | 802,500           | 0                      | 0                      | 802,500           | 801,426           | 0                      | 0                      | 801,426           |
| Net assets released from restriction through satisfaction of program restrictions       | 2,300             | ( 2,300)               | 0                      | 0                 | 1,500             | ( 1,500)               | 0                      | 0                 |
| <b>Total support and revenue</b>  | <b>1,436,052</b>  | <b>( 2,000)</b>        | <b>0</b>               | <b>1,434,052</b>  | <b>1,352,885</b>  | <b>800</b>             | <b>0</b>               | <b>1,353,685</b>  |
| Expenses:   |                   |                        |                        |                   |                   |                        |                        |                   |
| Program services  | 1,328,420         | 0                      | 0                      | 1,328,420         | 1,297,232         | 0                      | 0                      | 1,297,232         |
| Support services:   |                   |                        |                        |                   |                   |                        |                        |                   |
| Management and general  | 56,119            | 0                      | 0                      | 56,119            | 49,167            | 0                      | 0                      | 49,167            |
| Fundraising   | 24,269            | 0                      | 0                      | 24,269            | 46,695            | 0                      | 0                      | 46,695            |
| <b>Total support services</b>   | <b>80,388</b>     | <b>0</b>               | <b>0</b>               | <b>80,388</b>     | <b>95,862</b>     | <b>0</b>               | <b>0</b>               | <b>95,862</b>     |
| <b>Total expenses</b>   | <b>1,408,808</b>  | <b>0</b>               | <b>0</b>               | <b>1,408,808</b>  | <b>1,393,094</b>  | <b>0</b>               | <b>0</b>               | <b>1,393,094</b>  |
| Change in net assets  | 27,244            | ( 2,000)               | 0                      | 25,244            | ( 40,209)         | 800                    | 0                      | ( 39,409)         |
| Net assets - Beginning of year  | 380,723           | 2,300                  | 19,450                 | 402,473           | 420,932           | 1,500                  | 19,450                 | 441,882           |
| <b>Net assets - End of year</b>   | <b>\$ 407,967</b> | <b>\$ 300</b>          | <b>\$ 19,450</b>       | <b>\$ 427,717</b> | <b>\$ 380,723</b> | <b>\$ 2,300</b>        | <b>\$ 19,450</b>       | <b>\$ 402,473</b> |

See accompanying notes to financial statements.

# Suicide Awareness Voices of Education (SAVE)

## Statements of Functional Expenses

Years Ended December 31, 2013 and 2012

|                                  | 2013                |                                    |                  |                     | 2012                |                                    |                  |                     |
|----------------------------------|---------------------|------------------------------------|------------------|---------------------|---------------------|------------------------------------|------------------|---------------------|
|                                  | Program Services    | Management and General Fundraising |                  | Total               | Program Services    | Management and General Fundraising |                  | Total               |
| Salaries and wages               | \$ 284,882          | \$ 15,827                          | \$ 15,827        | \$ 316,536          | \$ 284,059          | \$ 15,781                          | \$ 15,781        | \$ 315,621          |
| Payroll taxes                    | 26,066              | 1,448                              | 1,448            | 28,962              | 28,129              | 1,563                              | 1,563            | 31,255              |
| Fringe benefits                  | 26,223              | 1,457                              | 1,457            | 29,137              | 35,275              | 1,960                              | 1,960            | 39,195              |
| Media awareness                  | 19,356              | 0                                  | 0                | 19,356              | 2,139               | 0                                  | 0                | 2,139               |
| Professional fees                | 15,947              | 14,720                             | 0                | 30,667              | 2,890               | 14,449                             | 11,559           | 28,898              |
| Professional fundraiser          | 0                   | 0                                  | 0                | 0                   | 0                   | 0                                  | 10,718           | 10,718              |
| Rent                             | 26,198              | 2,038                              | 873              | 29,109              | 22,659              | 1,762                              | 755              | 25,176              |
| Printing and duplication         | 22,243              | 1,730                              | 741              | 24,714              | 22,086              | 1,718                              | 736              | 24,540              |
| Travel, meals, and entertainment | 36,915              | 794                                | 1,985            | 39,694              | 28,557              | 614                                | 1,535            | 30,706              |
| Postage and delivery             | 3,830               | 298                                | 128              | 4,256               | 2,993               | 233                                | 100              | 3,326               |
| Utilities                        | 19,202              | 1,494                              | 640              | 21,336              | 14,842              | 1,154                              | 495              | 16,491              |
| Bad debt (recovery) expense      | 0                   | 2,500                              | 0                | 2,500               | 0                   | ( 2,531)                           | 0                | ( 2,531)            |
| Bank charges                     | 0                   | 10,321                             | 0                | 10,321              | 0                   | 8,661                              | 0                | 8,661               |
| Dues and subscriptions           | 1,177               | 62                                 | 0                | 1,239               | 3,365               | 177                                | 0                | 3,542               |
| Insurance                        | 4,833               | 376                                | 161              | 5,370               | 4,391               | 342                                | 146              | 4,879               |
| Office supplies                  | 6,811               | 801                                | 401              | 8,013               | 7,136               | 840                                | 420              | 8,396               |
| Equipment rental and maintenance | 6,372               | 480                                | 0                | 6,852               | 9,902               | 745                                | 0                | 10,647              |
| Speaker fees                     | 2,250               | 0                                  | 0                | 2,250               | 4,675               | 0                                  | 0                | 4,675               |
| Conference display fees          | 2,191               | 0                                  | 0                | 2,191               | 2,559               | 0                                  | 0                | 2,559               |
| Other costs                      | 18,233              | 1,418                              | 608              | 20,259              | 17,367              | 1,351                              | 579              | 19,297              |
| Depreciation                     | 3,191               | 355                                | 0                | 3,546               | 2,782               | 348                                | 348              | 3,478               |
| In-kind expenses                 | 802,500             | 0                                  | 0                | 802,500             | 801,426             | 0                                  | 0                | 801,426             |
| <b>Total expenses</b>            | <b>\$ 1,328,420</b> | <b>\$ 56,119</b>                   | <b>\$ 24,269</b> | <b>\$ 1,408,808</b> | <b>\$ 1,297,232</b> | <b>\$ 49,167</b>                   | <b>\$ 46,695</b> | <b>\$ 1,393,094</b> |

See accompanying notes to financial statements.

# Suicide Awareness Voices of Education (SAVE)

## Statements of Cash Flows

Years Ended December 31, 2013 and 2012

|   | 2013       | 2012        |
|---|------------|-------------|
| Increase (decrease) in cash:  |            |             |
| Cash flows from operating activities:   |            |             |
| Change in net assets  | \$ 25,244  | (\$ 39,409) |
| Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities: |            |             |
| Depreciation  | 3,546      | 3,478       |
| Bad debt (recovery) expense   | 2,500      | ( 2,531)    |
| Changes in operating assets and liabilities:  |            |             |
| Grants receivable   | 8,435      | 977         |
| Accounts receivable   | ( 16,922)  | 11,654      |
| Prepaid expenses  | ( 817)     | 1,483       |
| Accounts payable and other liabilities  | 0          | ( 771)      |
| Accrued payroll and related expenses  | 4,715      | ( 2,830)    |
| Other liabilities   | 0          | ( 2,188)    |
| Net cash provided by (used in) operating activities   | 26,701     | ( 30,137)   |
| Cash flows from investing activities:   |            |             |
| Capital expenditures  | ( 1,674)   | ( 1,196)    |
| Net purchases and redemptions of certificates of deposit  | ( 210)     | 107,989     |
| Net cash provided by (used in) investing activities   | ( 1,884)   | 106,793     |
| Change in cash  | 24,817     | 76,656      |
| Cash - Beginning of year  | 174,472    | 97,816      |
| Cash - End of year  | \$ 199,289 | \$ 174,472  |

See accompanying notes to financial statements.

# Suicide Awareness Voices of Education (SAVE)

## Notes to Financial Statements

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### **Note 1      Summary of Significant Accounting Policies**

#### **Nature of Operations**

Suicide Awareness Voices of Education (SAVE) is a Minnesota nonprofit organization exempt from income taxes under Section 501(c)(3) of the U.S. Internal Revenue Code. SAVE was formed in 1990 to educate about suicide prevention and to speak for suicide survivors. Current programs include Suicide Awareness Campaign, Community Education, Suicide Prevention, and Physician Education Symposiums.

#### **Basis of Accounting**

All financial statements are prepared using the accrual basis of accounting in accordance with accounting principles generally accepted in the United States.

#### **Basis of Presentation**

Net assets and revenue, expenses, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of SAVE and changes therein are classified and reported as follows:

**Unrestricted Net Assets-** Net assets of the Organization that are neither permanently restricted nor temporarily restricted. Thus, they include all net assets whose use has not been restricted by donors or by law.

**Temporarily Restricted Net Assets -** Net assets subject to donor-imposed stipulations that may or may not be met, either by actions of SAVE and/or the passage of time. When a restriction expires, temporarily restricted net assets are transferred to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

**Permanently Restricted Net Assets -** Net assets subject to donor-imposed stipulations that they be maintained permanently by SAVE. Generally, the donors of these assets permit SAVE to use all or part of the income earned on any related investments for general or specific purposes.

#### **Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.



# Suicide Awareness Voices of Education (SAVE)

## Notes to Financial Statements

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### **Note 1**      **Summary of Significant Accounting Policies (Continued)**

#### **Certificates of Deposit**

The certificates bear interest ranging from .1% to .9% and have maturities ranging from 6 to 19 months, with penalties for early withdrawal. Any penalties for early withdrawal would not have a material effect on the financial statements. Certificates of deposit are carried at cost plus accrued interest, which approximates fair value.

#### **Revenue Recognition**

Contributions are recognized when the donor makes a promise to give that is, in substance, unconditional. Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and nature of any donor restrictions.

When a restriction expires, temporarily restricted net assets are reclassified as unrestricted net assets and reported in the statement of activities as net assets released from restrictions. Contributions that are restricted by the donor are reported as increases in unrestricted net assets if the restrictions expire in the fiscal year in which the contributions are recognized.

SAVE holds special events throughout the year such as a golf outing, walk for mental health, and a fashion show to raise funds to support the organization. Special event revenue is reported net of the expenses related to each event.

#### **Accounts Receivable**

Accounts receivable are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts through a provision for bad debt expense and an adjustment to a valuation allowance based on its assessment of the current status of individual accounts. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to accounts receivable. Changes in the valuation allowance have not been material to the financial statements.

#### **In-Kind Donations**

SAVE has recorded in-kind contributions for professional services, media, and property and equipment on the statement of activities in accordance with generally accepted accounting standards, which require that only contributions of service received that create or enhance a nonfinancial asset or that require specialized skills are provided by individuals possessing those skills and that would typically need to be purchased if not provided by donation be recorded.

In-kind donations were \$802,500 and \$801,426 for the years ended December 31, 2013 and 2012, respectively. A substantial number of volunteers have contributed time to SAVE's programs, fundraising, and administration; however, these donated services are not reflected in the financial statements, since these services do not require specialized skills.

# Suicide Awareness Voices of Education (SAVE)

## Notes to Financial Statements

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### **Note 1**      **Summary of Significant Accounting Policies (Continued)**

#### **Property and Equipment**

Office furniture and equipment are recorded at cost and depreciated using the straight-line method over the estimated useful lives of the assets. SAVE capitalizes furniture and equipment purchased with organization funds with a cost greater than \$1,000 and a useful life of more than one year. Donations of property and equipment are recorded as contributions at their fair value at the date of donation. Those donations are reported as increases in unrestricted net assets unless the donor has restricted the donated asset to a specific purpose. If the donor explicitly restricts the use of the property or equipment, the contributions are reported as restricted contributions.

Depreciation expense was \$3,546 and \$3,478 for the years ended December 31, 2013 and 2012, respectively.

#### **Functional Allocation of Expenses**

The cost of providing the various activities has been summarized on a functional basis in the statements of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited on a basis considered reasonable by management.

#### **Income Taxes**

The Organization is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code, except on net income derived from unrelated business activities. The Organization is classified as public charity. The Organization is also exempt from Minnesota state income tax.

The Organization assesses whether it is more likely than not that a tax position will be sustained upon examination of the technical merits or the position, assuming the taxing authority has full knowledge of all information. If the tax position does not meet the more likely than not recognition threshold, the benefit of the tax position is not recognized in the financial statements. The Organization recorded no assets or liabilities for uncertain tax positions or unrecognized tax benefits. Federal returns for the years ended 2010 and thereafter remain subject to examination by the Internal Revenue Service.

#### **Subsequent Events**

Subsequent events have been evaluated through November 20, 2014, which is the date the financial statements were available to be issued.

# Suicide Awareness Voices of Education (SAVE)

## Notes to Financial Statements

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### Note 2 Concentration of Credit Risk

SAVE maintains cash balances at financial institutions where the accounts are insured by the Federal Deposit Insurance Corporation (FDIC) for up to \$250,000. At certain times during the year, cash balances may be in excess of FDIC coverage. SAVE has not experienced any losses in such accounts and believes it is not exposed to any significant credit risk on cash.

### Note 3 Property and Equipment

Property and equipment consisted of the following as of December 31:

|                          | 2013            | 2012            |
|--------------------------|-----------------|-----------------|
| Computer equipment       | \$ 31,134       | \$ 29,461       |
| Office equipment         | 11,136          | 11,136          |
| Furniture                | 14,000          | 14,000          |
| Subtotals                | 56,270          | 54,597          |
| Accumulated depreciation | ( 54,458)       | ( 50,913)       |
| <u>Totals</u>            | <u>\$ 1,812</u> | <u>\$ 3,684</u> |

### Note 4 Temporarily Restricted Net Assets

Temporarily restricted net asset are restricted for the Suicide Awareness Memorial as of December 31, 2013, and 2012. The total amounts of temporarily restricted net assets as of December 31, 2013 and 2012, were \$300 and \$2,300, respectively.

### Note 5 Permanently Restricted Net Assets

Permanently restricted net assets consist of amounts restricted for the memorial endowment from which the interest earned will be available for unrestricted educational activities. Permanently restricted net assets for both years ended December 31, 2013 and 2012, were \$19,450.

# Suicide Awareness Voices of Education (SAVE)

## Notes to Financial Statements

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### Note 6 Operating Leases

SAVE leases space in which it operates its programs. The operating lease payments for the years ended December 31, 2013 and 2012, was \$29,109 and \$25,176, respectively.

Future minimum operating lease payments with initial terms in excess of one year are as follows:

|       |    |        |
|-------|----|--------|
| 2014  | \$ | 32,027 |
| 2015  |    | 24,020 |
| <hr/> |    |        |
| Total | \$ | 56,047 |

### Note 7 Retirement Plan

The Organization participates in a 403(b) employee benefit plan (the "Plan") that covers all eligible employees. Employees are eligible to participate in the Plan on the first of the month following their hire date. Each participant may elect to contribute up to the maximum limit by federal law. The Organization makes a 3% base contribution for all eligible participants. Employer contributions for the years ended December 31, 2013 and 2012, were \$8,924 and \$11,102, respectively.

### Note 8 Endowment Fund

SAVE's endowment consists of one fund established to benefit SAVE for unrestricted educational activities. The endowment includes amounts from donor restricted endowments (see Note 5). Net assets associated with endowment funds are classified and reported based on the existence or absence of donor-imposed restrictions.

The Board of Directors has interpreted Minnesota's adoption of 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. The Organization classifies as permanently restricted net assets the original value of gifts donated to the permanent endowment.

SAVE's investment policy seeks to preserve the principal amount of the endowment assets. To achieve this investment goal, SAVE invests in certificates of deposit commingled with the other organization funds. Interest earned will be available for unrestricted educational activities.

# Suicide Awareness Voices of Education (SAVE)

## Notes to Financial Statements

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### Note 8 Endowment (Continued)

Interest and net appreciation in fair value of endowment funds are classified as unrestricted. Changes in endowment funds were as follows as of December 31:

|   | <u>2013</u>      | <u>2012</u>      |
|---|------------------|------------------|
| Endowments – Beginning balance              | \$ 19,450        | \$ 19,450        |
| Interest earned                             | 26               | 189              |
| <u>Amounts appropriated for expenditure</u> | <u>(26)</u>      | <u>(189)</u>     |
| <u>Endowments – End of year</u>             | <u>\$ 19,450</u> | <u>\$ 19,450</u> |