

# LASPAU: Academic and Professional Programs for the Americas, Inc.

Financial Statements

Years Ended December 31, 2013 and 2012

# LASPAU: Academic and Professional Programs for the Americas, Inc.

FINANCIAL STATEMENTS  
Years Ended December 31, 2013 and 2012

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## INDEPENDENT AUDITOR'S REPORT

Board of Trustees  
LASPAU: Academic and Professional Programs for the Americas, Inc.  
Cambridge, Massachusetts

### **Report on the Financial Statements**

We have audited the accompanying financial statements of LASPAU: Academic and Professional Programs for the Americas, Inc. ("LASPAU") which comprise the statements of financial position as of December 31, 2013 and 2012, and the related statements of activities, 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 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 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 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 LASPAU 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 of America.

*McGladrey LLP*

Boston, Massachusetts  
September 29, 2014

# LASPAU: Academic and Professional Programs for the Americas, Inc.

Statements of Financial Position  
December 31, 2013 and 2012

	<u>2013</u>	<u>2012</u>
<b>ASSETS</b>		
Current assets:		
Cash and cash equivalents	\$ 7,289,071	\$ 5,796,168
Receivables from funding agencies	3,074,621	947,482
Prepaid expenses	1,420,362	1,188,159
Other current assets	26,238	8,810
Total current assets	<u>11,810,292</u>	<u>7,940,619</u>
Property and equipment, net	<u>53,862</u>	<u>64,374</u>
Total assets	<u>\$ 11,864,154</u>	<u>\$ 8,004,993</u>
<b>LIABILITIES AND NET ASSETS</b>		
Current liabilities:		
Accounts payable	\$ 455,816	\$ 462,018
Other short-term liabilities	120,211	241,003
Deferred revenue	11,723,708	8,290,319
Total current liabilities	<u>12,299,735</u>	<u>8,993,340</u>
Net assets:		
Unrestricted	(618,876)	(1,171,642)
Temporarily restricted	183,295	183,295
Total net assets	<u>(435,581)</u>	<u>(988,347)</u>
Total liabilities and net assets	<u>\$ 11,864,154</u>	<u>\$ 8,004,993</u>

See notes to financial statements.

# LASPAU: Academic and Professional Programs for the Americas, Inc.

Statements of Activities

Years Ended December 31, 2013 and 2012

	2013			2012		
	Unrestricted	Temporarily Restricted	Total	Unrestricted	Temporarily Restricted	Total
Grants received	\$ 14,558,080	\$ -	\$ 14,558,080	\$ 12,868,363	\$ -	\$ 12,868,363
Less - amounts designated by funders for specific beneficiaries	(10,632,271)	-	(10,632,271)	(10,117,532)	-	(10,117,532)
Net grant revenue	3,925,809	-	3,925,809	2,750,831	-	2,750,831
Other income:						
Testing	302,600	-	302,600	196,283	-	196,283
Seminars	527,132	-	527,132	1,412,816	-	1,412,816
Fundraising	-	-	-	18,550	-	18,550
Interest income	1,315	-	1,315	4,358	-	4,358
Other	17,888	-	17,888	13,974	-	13,974
Total revenue, gains and other support	4,774,744	-	4,774,744	4,396,812	-	4,396,812
Expenses:						
Seminars	587,019	-	587,019	1,353,837	-	1,353,837
U.S. Government funding agencies	1,056,079	-	1,056,079	1,327,593	-	1,327,593
Management and general	1,097,215	-	1,097,215	1,048,150	-	1,048,150
Other funding agencies	1,216,142	-	1,216,142	731,814	-	731,814
Organization of American States	191,744	-	191,744	255,912	-	255,912
Testing	73,779	-	73,779	55,774	-	55,774
Total expenses	4,221,978	-	4,221,978	4,773,080	-	4,773,080
Changes in net assets	552,766	-	552,766	(376,268)	-	(376,268)
Net assets:						
Beginning of year	(1,171,642)	183,295	(988,347)	(795,374)	183,295	(612,079)
End of year	\$ (618,876)	\$ 183,295	\$ (435,581)	\$ (1,171,642)	\$ 183,295	\$ (988,347)

See notes to financial statements.

# LASPAU: Academic and Professional Programs for the Americas, Inc.

## Statements of Cash Flows

Years Ended December 31, 2013 and 2012

	<u>2013</u>	<u>2012</u>
Cash flows from operating activities:		
Change in net assets	\$ 552,766	\$ (376,268)
Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities:		
Depreciation	10,512	11,604
Changes in assets and liabilities:		
(Increase) decrease in:		
Accounts receivable	(2,127,139)	(166,205)
Prepaid expenses	(232,203)	237,592
Other current assets	(17,428)	17,304
Increase (decrease) in:		
Accounts payable	(6,202)	(131,414)
Other short-term liabilities	(120,792)	(8,373)
Deferred revenue	3,433,389	(1,507,209)
Net cash provided by (used in) operating activities	<u>1,492,903</u>	<u>(1,922,969)</u>
Net increase (decrease) in cash and cash equivalents	1,492,903	(1,922,969)
Cash and cash equivalents:		
Beginning of year	<u>5,796,168</u>	<u>7,719,137</u>
End of year	<u>\$ 7,289,071</u>	<u>\$ 5,796,168</u>

See notes to financial statements.

# LASPAU: Academic and Professional Programs for the Americas, Inc.

Notes to Financial Statements

Years Ended December 31, 2013 and 2012

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## 1. NATURE OF ORGANIZATION

LASPAU: Academic and Professional Programs for the Americas, Inc. ("LASPAU" or the "Organization") is a private, nonprofit corporation located in the Commonwealth of Massachusetts and is affiliated with Harvard University (as described in Note 7). LASPAU designs, develops and implements academic and professional exchange programs on behalf of individuals and institutions in order to contribute to the advancement of education in Latin America, Canada, the Caribbean, and the United States. Through a variety of specialized services, LASPAU carries out programs for several sponsors by cooperating with Latin American and Caribbean institutions seeking to assess and fulfill their educational and training needs. In support of its overall purpose, LASPAU offers these specialized educational services to institutions both inside and outside of the Americas.

## 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### Classification and Reporting of Net Assets

The financial statements of the Organization have been prepared in accordance with accounting principles generally accepted in the United States of America ("GAAP") applicable to not-for-profit organizations under Financial Accounting Standards Board ("FASB") Accounting Standards Codification ("ASC") 958, "Financial Statements of Not-For-Profit Organizations". These requirements require the Organization to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. A description of the three net asset classes follows:

- Unrestricted net assets represent the portion of net assets of the Organization that is neither permanently restricted nor temporarily restricted by donor-imposed stipulations.
- Temporarily restricted net assets represent contributions and other inflows of assets whose use by the Organization is limited by donor-imposed stipulations that either expire by passage of time or can be fulfilled and removed by actions of the Organization pursuant to those stipulations.
- Permanently restricted net assets represent contributions and other inflows of assets whose use by the Organization is limited by donor-imposed stipulations that neither expire by the passage of time nor can be fulfilled or otherwise removed by actions of the Organization. There are no permanently restricted net assets.

### Cash and Cash Equivalents

LASPAU considers all highly liquid investments with maturities of three months or less at the date of purchase to be cash equivalents. Cash and cash equivalents include the operating cash accounts and funds invested in money market mutual funds available on a daily basis.

### Other Current Assets

LASPAU's other current assets include test booklets purchased for resale to third parties which are recorded at the lower of cost, determined by the first-in, first-out method, or market value.

# LASPAU: Academic and Professional Programs for the Americas, Inc.

Notes to Financial Statements

Years Ended December 31, 2013 and 2012

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## 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES...continued

### Advertising

The Organization expenses advertising costs as incurred.

### Concentration of Credit Risk

The Organization maintains its cash in bank deposit accounts, which at times, may exceed federally insured limits. LASPAU's cash and cash equivalents of \$7,289,071 and \$5,796,168 at December 31, 2013 and 2012, respectively, are primarily invested in money market mutual funds of one financial institution. The Organization has not experienced any losses in such accounts and believes it is not exposed to significant credit risk on cash and cash equivalents.

### Property and Equipment

Property and equipment, consisting of furniture, equipment, and software, are recorded at cost and depreciated over their estimated useful lives, generally four to five years, using the straight-line method. Expenditures for maintenance and repairs which do not critically extend useful life of the asset are expensed as incurred.

When assets are sold or retired, the cost thereof and related accumulated depreciation are removed from the respective accounts and the resulting gain or loss, if any, is credited to or charged against income.

### Deferred Revenue and Revenue Recognition

LASPAU acts as an agent for all of its funding agencies which include the US Government, the Organization of American States, and other countries and private organizations. As an agent, LASPAU receives grants from these organizations for the purpose of funding fellowships for students at educational institutions within the United States, Latin America, Canada, and the Caribbean. LASPAU records deferred revenue upon receipt of these grants equal to the value of funds received in advance of disbursements. Revenue from grants received is recognized as expenses designated for specific grantees are incurred. Deferred revenue is reduced as revenue from grants received is recorded.

Revenue from testing services, seminars and programs is recognized as they are performed or upon completion, in accordance with the terms of the contract.

### Tax Status

The Organization is a not-for-profit organization which is qualified under Section 501(c)(3) of the Internal Revenue Code and is exempt from federal and state income taxes.



# LASPAU: Academic and Professional Programs for the Americas, Inc.

Notes to Financial Statements

Years Ended December 31, 2013 and 2012

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## 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES...continued

### Tax Status...continued

The Organization follows FASB ASC 740, Income Taxes, which clarifies the accounting for uncertainty in income taxes by prescribing the recognition threshold a tax position is required to meet before being recognized in the financial statements. It also provides guidance on derecognition, classification, interest and penalties, accounting in interim periods, disclosure, and transition. Management believes that the Organization has no material uncertainties in income taxes.

The Organization is no longer subject to income tax examinations by the U.S. federal, state, or local tax authorities before 2010.

### Use of Estimates

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

### Receivables from Funding Agencies

LASPAU maintains allowances for doubtful accounts, when necessary, for losses resulting from the inability of their funders to make required payments. LASPAU reviews their receivables on a regular basis to determine if past due balances are likely to be collected. This review includes discussions with LASPAU's funders and their account representatives, the funders' payment history and other factors. Based on these reviews LASPAU may record or reduce an allowance for uncollectible accounts if they determine there is a change in the collectability of their receivables. There was no allowance for doubtful accounts as of December 31, 2013 and 2012.

### Contributions

Contributions, including unconditional promises to give, are initially recognized at fair value as revenues in the period the promise is received. Conditional promises to give are not recognized until they become unconditional, that is, at the time when the conditions on which they depend are substantially met. Contributions of assets other than cash are recorded at fair value.

Contributions to be received after one year are discounted using a rate commensurate with the risk involved once an appropriate allowance for doubtful collections has been determined. An allowance for uncollectible contributions receivable is provided based upon management's judgment of potential defaults. The determination includes such factors as prior collection history, type of contribution, and nature of fund-raising activity. Amortization of discounts is recorded as additional contribution revenue in accordance with donor-imposed restrictions, if any, on the contributions. Contributions received with donor-imposed restrictions that are met in the same year as received are reported as revenues of the temporarily restricted net asset class. A reclassification from temporarily restricted net assets to unrestricted net assets is made to reflect the expiration of such restrictions.

# LASPAU: Academic and Professional Programs for the Americas, Inc.

Notes to Financial Statements  
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## 3. PROPERTY AND EQUIPMENT

Property and equipment consist of the following at December 31:

	<u>2013</u>	<u>2012</u>
Furniture and equipment	\$ 80,872	\$ 80,872
Software	442,686	442,686
Less - accumulated depreciation and amortization	<u>(469,696)</u>	<u>(459,184)</u>
Property and equipment, net	<u>\$ 53,862</u>	<u>\$ 64,374</u>

Depreciation and amortization expense on fixed assets was \$10,512 and \$11,604 for the years ended December 31, 2013 and 2012, respectively.

## 4. REIMBURSEMENT OF GRANTEE AND ADMINISTRATIVE EXPENSES

Arrangements with funding agencies normally provide for the recovery of both grantee and administrative expenses. Administrative expenses are recovered based on an indirect cost rate which is subject to audit. LASPAU recognizes revenue related to grantee and administrative expenses as actual costs are incurred or as allowed by contract.

Amounts paid to grantees are net of withholding taxes which LASPAU remits on behalf of the grantees. These expenses are included in amounts designated for specific grantees.

## 5. COMMITMENTS AND CONTINGENCIES

LASPAU is committed to minimum annual rent payments under a long-term noncancelable operating lease for the use of office space and for certain office equipment until July 2015.

Rent expense for office space amounted to \$241,624 and \$225,896 during the years ended 2013 and 2012, respectively. The following is a schedule by year of future minimum rental payments required under the operating leases:

2014	\$ 225,678
2015	<u>49,493</u>
	<u>\$ 275,171</u>

# LASPAU: Academic and Professional Programs for the Americas, Inc.

Notes to Financial Statements  
Years Ended December 31, 2013 and 2012

## 6. CONCENTRATIONS OF RECEIVABLE BALANCES

Receivables from funding agencies at December 31 consist of the following:

	2013		2012	
	Primary Funding Agency Receivable Balances	Percent of Total Receivable Balance	Primary Funding Agency Receivable Balances	Percent of Total Receivable Balance
Colciencias	\$ 109,072	4%	\$ 107,132	11%
Organization of American States	94,822	3%	188,425	20%
CAPES	2,386,253	78%	285,899	30%
Other funding agencies	484,474	15%	366,026	39%
	<u>\$ 3,074,621</u>		<u>\$ 947,482</u>	

## 7. RELATED PARTIES

LASPAU is an affiliate of Harvard University (the "University"). The University pays certain of LASPAU's costs that are subject to reimbursement by LASPAU. These reimbursable costs include salaries, employee fringe benefits and other expenses paid by the University on behalf of LASPAU. Disbursements for these costs aggregated \$3,432,400 and \$3,695,688 in 2013 and 2012, respectively. At December 31, 2013 and 2012, \$379,583 and \$367,380, respectively, was payable to the University and is included in accounts payable on the statements of financial position.

LASPAU utilizes the University's fringe benefit rate to recover employee fringe benefit costs from sponsors.

Employees of LASPAU are governed by the personnel plans and policies of the University, including those policies covering post-retirement benefits and vacation time earned and vested.

## 8. TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets consist of purpose restricted contributions of \$183,295 from prior years.

## 9. SUBSEQUENT EVENTS

The Organization has evaluated subsequent events through September 29, 2014, the date the financial statements were available to be issued.