

# Narcotics Anonymous World Services Consolidated Statement of Financial Position

Balance Sheet - For the Twelve Months Ending 30 June 2013

## **ASSETS**

CURRENT ASSETS		
Cash and Cash Equivalents	<b>04 450 050</b>	
Checking Accounts and Money Market	\$1,152,859	
Reserve Accounts	1,003,435	
Total Accessable Cash for Operations	\$2,156,294	
Cash in Iran	257,249	
Reserve for WCNA	1,364,469	
Cash Total		\$3,778,012
Accounts Receivable		
Accounts Receivable Accounts Receivable	\$870,185	
Convention & Conference Clearing Accounts	φο <i>τ</i> 0, 103 561	
Less Allowance for Doubtful Accounts	(202,939)	
	(202,000)	
Receivable Total		667,806
Inventory		1,164,964
Prepaid Expenses and Sales Deposits		139,167
WCNA Deposits and Prepaid Expenses		641,574
Total Current Assets		\$6,391,523
EQUIDMENT EURNITURE AND IMPROVEMENTS		
EQUIPMENT, FURNITURE AND IMPROVEMENTS Equipment and Furniture	¢1 252 075	
Leasehold Improvements	\$1,353,875 934,600	
Intellectual and Software Property	1,769,759	
Less Accumulated Depreciation and Amortization	(3,468,680)	
Less Accumulated Depreciation and Amortization	(3,400,000)	
Total Equipment, Furniture and Improvements		589,554
Total Equipment, Furniture and Improvements TOTAL ASSETS		589,554 \$6,981,077
		\$6,981,077
TOTAL ASSETS		\$6,981,077
TOTAL ASSETS  LIABILITIES AND NET ASSETS	\$361,137	\$6,981,077
TOTAL ASSETS  LIABILITIES AND NET ASSETS  CURRENT LIABILITIES		\$6,981,077
TOTAL ASSETS  LIABILITIES AND NET ASSETS  CURRENT LIABILITIES  Accounts Payable	\$361,137	\$6,981,077
TOTAL ASSETS  LIABILITIES AND NET ASSETS  CURRENT LIABILITIES  Accounts Payable  Accrued Payroll Expense  Total Current Liabilities	\$361,137	\$6,981,077 
TOTAL ASSETS  LIABILITIES AND NET ASSETS  CURRENT LIABILITIES  Accounts Payable  Accrued Payroll Expense  Total Current Liabilities  LONG TERM LIABILITIES	\$361,137 185,056	\$6,981,077 
TOTAL ASSETS  LIABILITIES AND NET ASSETS  CURRENT LIABILITIES  Accounts Payable  Accrued Payroll Expense  Total Current Liabilities  LONG TERM LIABILITIES  Notes Payable	\$361,137 185,056	\$6,981,077 
TOTAL ASSETS  LIABILITIES AND NET ASSETS  CURRENT LIABILITIES Accounts Payable Accrued Payroll Expense  Total Current Liabilities  LONG TERM LIABILITIES Notes Payable Leases Payable	\$361,137 185,056	\$6,981,077 
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TOTAL ASSETS  LIABILITIES AND NET ASSETS  CURRENT LIABILITIES Accounts Payable Accrued Payroll Expense  Total Current Liabilities  LONG TERM LIABILITIES Notes Payable Leases Payable Total Long Term Liabilities  DEFERRED INCOME	\$361,137 185,056 \$0 \$0	\$6,981,077 ===================================
TOTAL ASSETS  LIABILITIES AND NET ASSETS  CURRENT LIABILITIES Accounts Payable Accrued Payroll Expense  Total Current Liabilities  LONG TERM LIABILITIES Notes Payable Leases Payable Leases Payable Total Long Term Liabilities  DEFERRED INCOME Conventions  Total Deferred Income	\$361,137 185,056 \$0 \$0	\$6,981,077 ===================================
TOTAL ASSETS  LIABILITIES AND NET ASSETS  CURRENT LIABILITIES Accounts Payable Accrued Payroll Expense  Total Current Liabilities  LONG TERM LIABILITIES Notes Payable Leases Payable Leases Payable Total Long Term Liabilities  DEFERRED INCOME Conventions  Total Deferred Income NET ASSETS	\$361,137 185,056 \$0 \$0 \$1,364,469	\$6,981,077 ===================================
TOTAL ASSETS  LIABILITIES AND NET ASSETS  CURRENT LIABILITIES Accounts Payable Accrued Payroll Expense  Total Current Liabilities  LONG TERM LIABILITIES Notes Payable Leases Payable Leases Payable Total Long Term Liabilities  DEFERRED INCOME Conventions  Total Deferred Income  NET ASSETS Previous Unrestricted Net Assets	\$361,137 185,056 \$0 \$0 \$1,364,469	\$6,981,077 ===================================
TOTAL ASSETS  LIABILITIES AND NET ASSETS  CURRENT LIABILITIES Accounts Payable Accrued Payroll Expense  Total Current Liabilities  LONG TERM LIABILITIES Notes Payable Leases Payable Total Long Term Liabilities  DEFERRED INCOME Conventions  Total Deferred Income  NET ASSETS Previous Unrestricted Net Assets Current Gain / (Loss) Unrestricted Net Assets	\$361,137 185,056 \$0 \$0 \$1,364,469	\$6,981,077 ===================================
TOTAL ASSETS  LIABILITIES AND NET ASSETS  CURRENT LIABILITIES Accounts Payable Accrued Payroll Expense  Total Current Liabilities  LONG TERM LIABILITIES Notes Payable Leases Payable Leases Payable Total Long Term Liabilities  DEFERRED INCOME Conventions  Total Deferred Income  NET ASSETS Previous Unrestricted Net Assets	\$361,137 185,056 \$0 \$0 \$1,364,469	\$6,981,077 ===================================

	YTD Actual	YTD Budget	Variance
INCOME			
IIIOOIIIL			
RECOVERY LITERATURE INCOME			
BASIC TEXT: Hardcover English	\$1,960,668	\$2,138,252	(\$177,584)
BASIC TEXT: Translated	\$158,569	230,012	(71,443)
BASIC TEXT: Softcover	\$787,766	818,551	(30,785)
JUST FOR TODAY	\$919,614	851,472	68,142
IT WORKS: HOW & WHY	\$599,525	712,103	(112,578)
SPONSORSHIP BOOK	\$29,162	73,205	(44,043)
STEP WORKING GUIDES	\$684,983	685,496	(513)
LIVING CLEAN	\$1,244,786	525,000	719,786
ePUB BOOKS	\$60,426	020,000	60,426
LITERATURE INCOME (IRAN)	\$592,368	1,137,770	(545,402)
OTHER RECOVERY LITERATURE	\$1,245,546	1,413,468	(167,922)
Subtotal	\$8,283,413	\$8,585,327	(\$301,914)
OTHER INVENTORY INCOME			
MEDALLIONS	\$734,317	\$728,422	\$5,895
KEYTAGS & CHIPS	\$1,116,012	1,144,809	(28,797)
NON-FIPT INFORMATION BOOKLETS	\$58,017	74,818	(16,801)
HANDBOOKS	\$48,063	57,903	(9,840)
SPECIALTY ITEMS	\$68,038	84,226	(16,188)
AUDIO MATERIALS	\$71	1,015	(944)
GROUP/AREA MATERIALS	\$108,738	155,357	(46,619)
MIRACLES HAPPEN	\$26,078	31,286	(5,208)
Subtotal	\$2,159,334	\$2,277,836	(\$118,502)
SHIPPING	\$592,814	\$511,081	\$81,733
DISCOUNTS	(\$1,296,764)	(1,395,191)	98,427
DEVELOPMENTAL SUBSIDIES & ALLOWANCES	(\$169,498)	(254,921)	85,423
Subtotal	(\$873,448)	(\$1,139,031)	\$265,583
Gross Literature Income (less discounts)	\$9.569.299	===`==================================	(\$154,832)
,	=========	=======================================	=======================================
Gross Literature Income ( without IRAN )	\$8,976,931	8,586,361	390,570
RECOVERY LITERATURE COST OF GOODS			
BASIC TEXT: Hardcover English	\$358,085	\$436,686	(\$78,601)
BASIC TEXT: Translated	\$31,852	50,000	(18,148)
BASIC TEXT: Softcover	\$95,335	107,733	(12,398)
JUST FOR TODAY	\$106,415	105,310	1,105
IT WORKS: HOW & WHY	\$101,322	131,079	(29,757)
SPONSORSHIP BOOK	\$5,899	23,033	(17,134)
STEP WORKING GUIDES	\$92,466	89,102	3,364
LIVING CLEAN	\$197,211	150,000	47,211
ePUB BOOKS	\$18,781	0	18,781
LITERATURE PRODUCTION (IRAN)	\$302,536	741,500	(438,964)
OTHER RECOVERY LITERATURE	\$199,775	226,782	(27,007)
Subtotal	\$1,509,677	\$2,061,225	(\$551,548)

	YTD Actual	YTD Budget	Variance
OTHER INVENTORY COST OF GOODS			
MEDALLIONS	\$164,146	\$168,857	(\$4,711)
KEYTAGS & CHIPS	\$246,643	254,843	(8,200)
NON-FIPT INFORMATION BOOKLETS	\$8,272	25,404	(17,132)
HANDBOOKS	\$14,443	18,496	(4,053)
SPECIALTY ITEMS	\$28,688	31,800	(3,112)
AUDIO MATERIALS	\$81	565	(484)
GROUP/AREA MATERIALS	\$32,352	47,447	(15,095)
MIRACLES HAPPEN	\$3,605	3,774	(169)
INVENTORY ADJUSTMENT	(\$6)	0	(6)
Subtotal	\$498,224	\$551,186 ====================================	(\$52,962)
Total Cost of Goods	\$2,007,901	\$2,612,411	(\$604,510)
Total Cost of Goods without IRAN	\$1,705,365	1,870,911	(165,546)
Net Literature Income	\$7,561,398		\$449,678
Net Literature Income without IRAN	\$7,271,566	6,715,451	556,115
FELLOWSHIP DONATIONS			
BREAKDOWN BY DONOR TYPE			
Members	\$61,543	\$48,999	\$12,544
Groups	\$93,818	79,237	14,581
Areas	\$134,223	129,716	4,507
Regions	\$368,903	429,933	(61,030)
Events/Conventions	\$39,005	16,658	22,348
Unity Day	\$0	15,654	(15,654)
Zonal & Other Forums	\$49,864	23,804	26,061
Total Donations	\$747,356	\$744,000	\$3,356
MISCELLANEOUS INCOME			
LICENSED VENDOR PAYMENTS	\$27,350	\$23,483	\$3,868
INTEREST	\$5,258	φ25, <del>4</del> 65 6,127	(869)
MISCELLANEOUS	(\$1,049)	0,127	(1,049)
INTERBRANCH	\$0	0	0
	\$31,559	\$29,610	\$1,950
OPERATING INCOME (Not including event specific)	\$8,340,313	======= = \$7,885,330	\$454,983
OPERATING INCOME (Not including IRAN)	\$8,050,481		561,421

	YTD Actual	YTD Budget	Variance
EXPENSE			
LITERATURE PRODUCTION & DISTRIBUTION			
FIXED OPERATIONAL EXPENSES			
MARKETING	\$2,296	\$2,000	\$296
IN HOUSE PRODUCTION (not included in Cost of Goods)	\$85,207	64,047	21,160
TRANSLATIONS (not included in Cost of Goods)	\$28,130	27,089	1,041
LITERATURE DISTRIBUTION (IRAN)	\$90,088	80,961	9,127
SHIPPING	\$643,893	524,259	119,634
BUSINESS PLAN WORK GROUP	\$17,380	\$14,074	\$3,306
LEGAL	\$27,531	4,227	23,304
LITERATURE PRODUCTION & DISTRIBUTION TRAVEL	\$3,902	4,800	(898)
ACCOUNTING	\$21,830	17,514	4,316
PERSONNEL (Includes amount budgeted to variable projects)	\$1,158,835	1,188,193	(29,358)
OVERHEAD	\$610,749	552,387	58,362
TECHNOLOGY	\$109,438	101,048	8,390
Total Literature Production & Distribution	\$2,799,279	\$2,580,598 	\$218,681
Total Literature Production & Distribution without IRAN	\$2,709,191	2,499,637	209,554
FIXED OPERATIONAL EXPENSES PUBLICATIONS	\$19,590	\$15,822	\$3,768
WORLD SERVICE CONFERENCE BI-ANNUAL MEETING	\$20,376	(3,462)	23,838
WORLD BOARD	\$271,836	240,000	31,836
HUMAN RESOURCE PANEL	\$8,211	13,135	(4,924)
WSC CO-FACILITATOR	\$275	0	275
ACCOUNTING	\$13,410	10,759	2,651
PERSONNEL (Includes amount budgeted to variable projects)	\$711,856	729,890	(18,034)
OVERHEAD TECHNOLOGY	\$375,354 \$67,226	339,323 62,072	36,031 5,154
Subtotal	\$1,488,134	\$1,407,540	\$80,594
VARIABLE OPERATIONAL EXPENSES			
LEADERSHIP ORIENTATION MATERIAL	\$0	0	0
FELLOWSHIP ISSUE DISCUSSIONS	\$0 \$0	25,000	(25,000)
SERVICE SYSTEM	\$12,975	50,000	(37,025)
BOOK LENGTH PIECE - TRADITIONS	\$1,720	15,000	(13,280)
MEMBER EXPERIENCE PROJECT	\$0	2,000	(2,000)
FINISHED WSC PROJECTS	\$23,209	0	23,209
Subtotal	\$37,904	\$92,000	(\$54,096)
Total World Service Conference Support	\$1,526,038	\$1,499,540	\$26,498

	YTD Actual	YTD Budget	Variance
FELLOWSHIP DEVELOPMENT			
FIXED OPERATIONAL EXPENSES			
PUBLICATIONS FELLOWSHIP SUPPORT PUBLIC RELATIONS	\$78,057 \$262,019 \$59,904	\$91,500 280,000 64,685	(\$13,443) (17,981) (4,781)
DEVELOPMENTAL LITERATURE ARCHIVES & INFORMATION MANAGEMENT ACCOUNTING	\$414,691 \$0 \$21,206	375,212 0 17,014	39,479 0 4,192
PERSONNEL (Includes amount budgeted to variable projects) OVERHEAD TECHNOLOGY	\$1,125,725 \$751,060 \$106,311	536,604	(28,520) 214,456 8,150
Subtotal	\$2,818,973	\$2,617,420	\$201,553
VARIABLE OPERATIONAL EXPENSES			
PUBLIC RELATIONS DEVELOPMENT SERVICE MATERIALS	\$26 \$0	\$21,000 0	(\$20,974) 0
Subtotal	\$26	\$21,000	(\$20,974)
Total Fellowship Development		\$2,638,420	
EVENTS			
FIXED OPERATIONAL EXPENSES			
FUTURE (AND PRIOR) CONVENTIONS LEGAL ACCOUNTING	\$18,055 \$0 \$5,925	\$24,032 0 4,754	(\$5,977) 0 1,171
PERSONNEL (Includes amount budgeted to variable projects) OVERHEAD TECHNOLOGY	\$314,541 \$167,218 \$29,705	322,510 149,934	(7,969) 17,284 2,278
Total Events (Not including WCNA)	\$535,444		
	=======================================	=======================================	=======
TOTAL EXPENSE (Not inc. WCNA)	\$7,679,760	 \$7,247,215	\$432,545
TOTAL EXPENSE (Not inc. WCNA)  TOTAL EXPENSE (Not inc. IRAN)	\$7,679,760 =====	\$7,247,215	\$432,545 ======
	\$7,679,760 ======== \$7,589,672 ======== \$660,553	\$7,247,215 ====================================	\$432,545 ======= \$423,418 ======= \$22,438

	YTD Actual	YTD Budget	Variance
EVENT SPECIFIC			
EVENT SPECIFIC INCOME			
WCNA-35 INCOME			
REGISTRATION	\$0	\$0	\$0
SPECIAL EVENTS	\$0	0	0
NEWCOMER DONATIONS	\$0	0	0
MERCHANDISE	\$0	0	0
OTHER SALES	\$0	0	0
REBATES	(\$2,251)	0	(2,251)
Total Event Specific Income	(\$2,251)	<b>\$0</b>	(\$2,251)
EVENT SPECIFIC EXPENSE			
WCNA-35 EXPENSE			
REGISTRATION	\$4,991	\$0	\$4,991
SPECIAL EVENTS	\$1,315	0	1,315
PROGRAM	\$13,427	0	13,427
MERCHANDISE	\$0	0	0
FACILITIES	\$1,374	0	1,374
SUPPORT COMMITTEE	\$380	0	380
ADMINISTRATION	\$47,892	0	47,892
Total Event Specific Expense	\$69,379	<b>\$0</b>	\$69,379
Total Event Specific Excess Revenue/Expense	(\$71,630)	\$0	(\$71,630)
INCREASE (DECREASE) NET ASSETS	\$588,923	\$638,114	(\$49,191)
INCREASE (DECREASE) without IRAN	\$389,179	\$322,806	\$66,373



### INDEPENDENT AUDITORS' REPORT

To the World Board of Narcotics Anonymous World Services, Inc.

## **Report on the Financial Statements**

We have audited the accompanying consolidated financial statements of Narcotics Anonymous World Services, Inc. (a nonprofit organization), which comprise the consolidated statements of financial position as of June 30, 2013, 2012 and 2011, and the related consolidated statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the consolidated financial statements.

## Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated 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 consolidated financial statements based on our audits. We did not audit the financial statements of Payam Omega (the official business name of the Iran service office) which statements reflect total assets of \$556,654, \$580,651 and \$1,122,502 as of June 30, 2013, 2012 and 2011, respectively, and total revenues of \$289,764, \$193,820 and \$328,950, respectively, for the years then ended. Those statements were audited by other auditors whose report has been furnished to us, and our opinion, insofar as it relates to the amounts included for Payam Omega, is based solely on the report of the other auditors. 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 consolidated 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 exp an opinion on the effectiveness of the entity's internal control. Accordingly, we can osuch 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 consolidated financial statements.

Mannon Kaplan, CPA George Nadel Rivin, CPA Edwin Kanemaru, CPA Kenneth R. Holmer, CPA Douglas S. Waite, CPA Donald G. Garrett, CPA Catherine C. Gardner, CPA Jeffrey L. Goss, CPA Richard DeFronzo, JD Joanna Bolsky, CPA Ronald D. Chandler, CPA Michael G. Kaplan, CPA Michael J. Quackenbush, CPA Edmond Avaness, CPA Crane Curran, CPA Brian J. Harris, CPA Gregory E. Klein, CPA Linda Becker, MBA Andrew B. Koski, MBA Grant K. Miller, CPA Barbara Kogen, CPA Kami B. Cohen, CPA

Stanley L. Miller, CPA (1921-95)
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#### Las Vegas

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To the World Board of Narcotics Anonymous World Services, Inc.

We believe that the audit evidence obtained is sufficient and appropriate to provide a basis for our audit opinion.

## **Opinion**

The opinion of the other auditors on the June 30, 2012 and 2011 financial statements of Payam Omega was qualified because they were not able to obtain information to support inventory in the amount of \$317,021 and \$492,185, as of June 30, 2012 and 2011, respectively.

In our opinion, based on our audits and the report of the other auditors, except for the effects of such adjustments, if any, as might have been determined to be necessary had the other auditors been able to satisfy themselves as to Payam Omega's inventory as of June 30, 2012 and 2011, the consolidated financial statements referred to in the first paragraph present fairly, in all material respects, the financial position of Narcotics Anonymous World Services, Inc. as of June 30, 2013, 2012 and 2011 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.

North Hollywood, California

January 23, 2014

# Narcotics Anonymous World Services Consolidated Statements of Financial Position Exhibit A

	June 30, 2013	June 30, 2012	June 30, 2011
Assets			
Current assets:			
Cash and cash equivalents	\$ 3,393,976	\$ 1,745,407	\$ 2,647,954
Investments - at fair value	384,596	385,014	386,073
Accounts receivable (net of allowance for uncollectible	55 1,555	333,31.	223,273
accounts of \$202,939, \$116,848, and \$106,239 respectively)	666,946	854,032	1,073,696
Publication inventory	1,164,964	1,190,730	1,378,442
Prepaid expenses	161,229	175,106	220,245
Total current assets	5,771,711	4,350,289	5,706,410
Property and equipment:			
Furniture and equipment	1,353,875	1,244,327	1,200,797
Leasehold improvements	934,600	911,641	889,860
	2,288,475	2,155,968	2,090,657
Less: accumulated depreciation and amortization	(2,080,417)	(1,984,515)	(1,940,180)
Total property and equipment - net	208,058	171,453	150,477
Other assets:			
Deposits	619,812	1,547	429,536
Trademarks, software and copyrights (net of accumulated	,		,
amortization of \$1,388,263, \$1,306,064, and \$1,223,363			
respectively)	381,496	372,584	354,973
Total other assets	1,001,308	374,131	784,509
Total assets	\$ 6,981,077	\$ 4,895,873	\$ 6,641,396
Liabilities and net assets			
Liabilities:			
Accounts payable	\$ 361,137	\$ 232,545	\$ 739,196
Accrued salaries, vacation and tax withholdings payable	185,056	181,832	221,540
Deferred convention revenue	1,364,469	_	1,200,624
Total Liabilities	1,910,662	414,377	2,161,360
Unrestricted net assets	5,070,415	4,481,496	4,480,036
Total liabilities and net assets	\$ 6,981,077	\$ 4,895,873	\$ 6,641,396

		Year Ended	
	June 30, 2013	June 30, 2012	June 30, 2011
Revenues, gains and other support:			
Sales of publications and program materials	\$ 9,571,594	\$ 8,581,430	\$ 9,411,732
Less discounts and cost of sales	2,950,673	2,729,082	3,609,186
Net sales of publications and program materials	6,620,921	5,852,348	5,802,546
Convention registration and other revenue	1,954	2,289,960	<u>-</u>
Fellowship contributions	747,355	666,859	742,144
Interest	5,258	6,740	6,200
Other	26,027	21,611	29,049
Total revenues, gains and other support	7,401,515	8,837,518	6,579,939
Expenses:			
Literature production and distribution	1,878,408	1,782,572	1,783,768
World Service Conference support	1,437,180	1,865,846	1,447,619
Fellowship development	2,686,682	2,410,368	2,279,236
Events	622,025	2,622,409	471,733
	6,624,295	8,681,195	5,982,356
Depreciation and amortization expense	188,301	150,334	63,665
Loss on disposal of fixed assets	-	4,529	-
	188,301	154,863	63,665
Total expenses	6,812,596	8,836,058	6,046,021
Change in net assets	588,919	1,460	533,918
Unrestricted net assets:			
Beginning of year	4,481,496	4,480,036	3,946,118
End of year	\$ 5,070,415	\$ 4,481,496	\$ 4,480,036

# Narcotics Anonymous World Services Consolidated Statements of Functional Expenses Exhibit C-1

	Year Ended June 30, 2013				
	Literature Production and Distribution	World Service Conference Support	Fellowship Development	Events	Total
Expenses:					
Salaries, wages and					
payroll taxes	\$ 934,187	\$ 573,858	\$ 907,496	\$ 295,860	\$ 2,711,401
Employee health benefits	149,544	91,863	145,271	40,591	427,269
Retirement contribution	24,846	15,262	24,136	6,744	70,988
Contract labor	16,989	10,436	16,504	4,611	48,540
Convention expense	-	· -	7	91,638	91,638
Occupancy	230,517	141,603	223,931	62,569	658,620
Travel	469	563	455	289	1,776
Conferences	-	30,307	-	-	30,307
Worldwide workshops	· -	· <u>-</u>	145,085	=	145,085
Telephone	35,134	21,583	34,131	9,536	100,384
Postage	17,218	10,866	16,726	6,009	50,819
Office expense	27,609	16,960	26,820	7,494	78,883
Professional fees	110,608	25,985	41,092	11,482	189,167
Equipment leases	176,528	108,439	171,485	47,915	504,367
Computer expense	78,303	48,101	76,066	21,254	223,724
Insurance	24,112	14,810	23,422	6,545	68,889
Developmental literature	-	-	62,992	-	62,992
Free publications	-	19,590	78,057	-	97,647
Free literature	38	23	248,369	10	248,440
Currency conversion	-	-	157,949	-	157,949
Public relations	-	-	61,600	-	61,600
Workgroups	17,380	13,641	892	-	31,913
World Board	-	271,836	-	-	271,836
Fellowship assistance	-	-	135,844	-	135,844
Website expense	23,082	14,178	22,422	6,265	65,947
Other operating					
expenses	11,844	7,276	65,937	3,213	88,270
	1,878,408	1,437,180	2,686,682	622,025	6,624,295
Depreciation and				•	
amortization	65,905	40,485	64,022	17,889	188,301
Total expenses	\$ 1,944,313	\$ 1,477,665	\$ 2,750,704	\$ 639,914	\$ 6,812,596

# Narcotics Anonymous World Services Consolidated Statements of Functional Expenses Exhibit C-2

	Year Ended June 30, 2012				
	Literature Production and Distribution	World Service Conference Support	Fellowship Development	Events	Total
Expenses:					
Salaries, wages and					
payroll taxes	\$ 970,220	\$ 627,790	\$ 970,220	\$ 336,888	\$ 2,905,118
Employee health benefits	131,903	85,349	131,903	38,794	387,949
Retirement contribution	22,775	14,736	22,775	6,698	66,984
Contract labor	2,047	1,326	2,047	602	6,022
Convention expense		- `	-	2,061,836	2,061,836
Occupancy	221,474	143,306	221,474	65,139	651,393
Travel	1,091	2,958	1,207	321	5,577
Conferences	-	478,344	=	-	478,344
Worldwide workshops	<u>-</u>	-	85,920		85,920
Telephone	32,741	21,185	32,741	9,630	96,297
Postage	5,778	4,570	6,518	5,991	22,857
Office expense	31,661	20,486	31,661	9,312	93,120
Professional fees	85,075	15,463	23,898	7,029	131,465
Equipment leases	145,072	93,870	145,072	42,669	426,683
Computer expense	68,020	47,091	68,020	20,006	203,137
Insurance	20,650	13,361	20,650	6,074	60,735
Interest expense	1,092	706	1,092	321	3,211
Developmental literature	-	-	58,083	-	58,083
Free publications	-	22,155	70,003	-	92,158
Free literature	-	-	185,594	-	185,594
Currency conversion	-	-	70,266	-	70,266
Public relations	-	-	60,226	-	60,226
Workgroups	5,239	5,773	69	-	11,081
World Board	-	242,961	_	-	242,961
Fellowship assistance	-	-	128,256	-	128,256
Website expense	26,886	17,397	26,886	7,908	79,077
Other operating					
expenses	. 10,848	7,019	45,787	3,191	66,845
	1,782,572	1,865,846	2,410,368	2,622,409	8,681,195
Depreciation and					
amortization	51,114	33,073	51,114	15,033	150,334
Loss on disposal	1,540	996	1,540	453	4,529
Total expenses	\$ 1,835,226	\$ 1,899,915	\$ 2,463,022	\$ 2,637,895	\$ 8,836,058

## Narcotics Anonymous World Services Consolidated Statements of Functional Expenses Exhibit C-3

Year Ended June 30, 2011 Literature World Production Service Conference Fellowship and Distribution Development Support **Events** Total Expenses: Salaries, wages and payroll taxes 1,018,222 625,479 989.129 276,375 \$ 2,909,205 Employee health benefits 134,915 82,876 131,060 36,619 385,470 Retirement contribution 21,185 13.014 20,580 5,750 60,529 Contract labor 727 706 2,076 446 197 Convention expense 13,524 13,524 Occupancy 206,889 46,968 106,298 168,099 528,254 Travel 45 303 43 12 403 Conferences 7,826 7,826 Worldwide workshops 51,496 51,496 Telephone 30,051 18.460 29,193 8,156 85,860 Postage 7,516 5,335 7,300 3,540 23,691 Office expense 23,738 14,583 23,060 67.825 6,444 Professional fees 75,305 16,221 25,651 7,167 124,344 Equipment leases 149,129 91,608 144,869 40,478 426,084 Computer expense 46,770 30,846 45,434 12,694 135,744 Insurance 23,453 14,407 6,366 22,783 67,009 Developmental literature 77,812 77,812 Free publications 15,013 91,368 106,381 Free literature 240,140 240,140 (14,729)Currency conversion (9,048)25,243 (3,998)(2,532)Public relations 72,862 72,862 Workgroups 18,397 217,221 601 236,219 World Board 170,834 170,834 Fellowship assistance 28,988 28,988 Website expense 30,398 18,673 29,530 86,852 8,251 Other operating expenses 11,757 7,224 53,289 3,190 75,460 2,279,236 1,783,768 471,733 1,447,619 5,982,356 Depreciation and amortization 22,283 13,688 21,646 6,048 63,665 Total expenses 1,806,051 1,461,307 \$ 2,300,882 477,781 \$ 6,046,021

## Narcotics Anonymous World Services Consolidated Statements of Cash Flows Exhibit D

	Year Ended			
	June 30, 2013	June 30, 2012	June 30, 2011	
Cash flows from operating activities:				
Change in net assets	\$ 588,919	\$ 1,460	\$ 533,918	
Adjustment to reconcile change in net assets to				
net cash provided (used) by operating activities:				
Depreciation and amortization	188,301	150,334	63,665	
Loss on disposition of fixed assets	-	4,529	-	
(Increase) decrease in assets:				
Accounts receivable	187,086	219,664	(312,389)	
Publication inventory	25,766	187,712	(267,287)	
Prepaid expenses	13,877	45,139	(63,819)	
Deposits	(618,265)	427,989	(417,239)	
Increase (decrease) in liabilities:				
Accounts payable	128,592	(506,651)	568,723	
Accrued salaries, vacation and tax withholdings payable	3,224	(39,708)	(39,297)	
Deferred convention revenue	1,364,469	(1,200,624)	1,200,624	
Net cash provided (used) by operating activities	1,881,969	(710,156)	1,266,899	
Cash flows from investing activities:				
Purchases of investments	(443,190)	(441,095)	(22,019)	
Proceeds from the sale of investments	443,608	442,154	106,528	
Purchases of property and equipment	(120,089)	(71,007)	(47,513)	
Purchases of leasehold improvements	(22,618)	(22,130)	(6,370)	
Payments to secure copyrights and trademarks				
and purchase software	(91,111)	(100,313)	(48,697)	
Net cash provided (used) by investing activities	(233,400)	(192,391)	(18,071)	
Net increase (decrease) in cash and cash equivalents	1,648,569	(902,547)	1,248,828	
Cash and cash equivalents:				
Beginning of year	1,745,407	2,647,954	1,399,126	
End of year	\$ 3,393,976	\$ 1,745,407	\$ 2,647,954	

Supplemental disclosures of cash flow information:

Interest paid during the years ended June 30, 2013, 2012 and 2011 amounted to \$0, \$3,211, and \$0, respectively.

## Notes to Consolidated Financial Statement

# Independent Auditors' Report Years Ended June 2013, 2012, and 2011

## NOTE 1 - ORGANIZATION AND NATURE OF ACTIVITIES

Narcotics Anonymous World Services, Inc. (NAWS) was incorporated on January 25, 1977 and is headquartered in Chatsworth, California. In addition, NAWS operates literature distribution facilities in India, Toronto, Canada and offices in Brussels, Belgium, and Iran. NAWS' Iranian service office is known as Payam Omega. NAWS is a not-for-profit organization that provides communications and information for the Fellowship of Narcotics Anonymous (NA). NAWS achieves its purpose by maintaining correspondence with NA groups and service committees, by printing and distributing World Services Conference (WSC) approved literature, and by maintaining the archives and files of NA.

In 1993, NA established the Fellowship Intellectual Property Trust (the Trust). The Trust was established for the purpose of holding and administering all recovery material and other intellectual properties of NA. The Trust is included in the consolidated financial statements of NAWS as a result of common control.

NAWS is exempt from income tax under Section 501(c)(3) of the Internal Revenue Code and under the California Revenue and Taxation Code. The Trust is also exempt under the applicable Internal Revenue Code and comparable California Revenue and Taxation Code. In addition, the Internal Revenue Service has determined that NAWS and the Trust are not private foundations within the meaning of Section 509(a) of the Internal Revenue Code. Therefore, no provision for Federal and state income taxes was made for either NAWS or the Trust.

## NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

## A. Consolidation Policy and Basis of Accounting

The accompanying consolidated financial statements include the accounts of NAWS and the Trust. Significant intercompany balances and transactions are eliminated in consolidation. The consolidated financial statements are prepared on the accrual basis of accounting.

### B. Financial Statement Presentation

Under U.S. generally accepted accounting principles (GAAP) not-for-profit organizations are required to report information regarding financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets and permanently restricted net assets. As of June 30, 2013, 2012 and 2011, NAWS held no temporarily or permanently restricted net assets.

## C. Cash and Cash Equivalents

NAWS considers all funds held in checking, savings and money market accounts to be cash and cash equivalents. Short term investments with initial maturities of 30 days or less are also considered cash equivalent.

## D. Investments

NAWS investments are reported at fair value. Investments include certificates of deposit, equities and government securities. See Note 5.

## E. Publication Inventory

Publications and other items held for resale are included in inventory and are carried at the lower of cost or market, with cost determined by the first-in, first-out method.

## NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### F. Property and Equipment

Leasehold improvements and furniture and equipment are stated at cost. Major additions are capitalized while replacements, maintenance and repairs that do not improve or extend the useful life of the asset are expensed. Depreciation and amortization is computed using the straight-line method over the estimated useful lives of the related assets, which are as follows:

Leasehold improvements Furniture and equipment

5 years 5 - 10 years

Depreciation and amortization expense for the years ended June 30, 2013, 2012, and 2011 amounted to \$106,103, \$67,633 and \$13,106, respectively.

### G. Trademarks and Copyrights

The cost of acquiring and defending copyrights and trademarks is capitalized and is amortized over the approximate economic life of the copyright or trademark, which is estimated to be ten years. The cost of computer software is also capitalized and amortized over a period of seven years. Amortization expense for the years ended June 30, 2013, 2012 and 2011 amounted to \$82,198, \$82,701 and \$50,559, respectively.

### H. Accounts Receivable and Allowance for Doubtful Accounts

Accounts receivable are reported net of an allowance for doubtful accounts. The allowance is based on management's estimate of the amount of receivables that will actually be collected. Management estimates uncollectible accounts based on the age of the receivable and other factors.

#### I. Translation of Foreign Financial Statements

Financial operations in Canada, Europe and the Middle East are translated throughout the year to United States dollars. Gains or losses resulting from translating foreign currency financial statements are recorded in the consolidated statements of activities.

#### J. 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.

#### K. Functional Allocation of Expenses

Based on estimates developed by management, 2013, 2012, and 2011 program service costs totaled \$6,131,336, \$7,952,452 and \$5,441,419, management and general costs totaled \$681,260, \$883,606 and \$604,602, respectively.

## NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

## L. Tax Status

NAWS has adopted guidance on accounting for uncertainty in income taxes issued by the Financial Accounting Standards Board. Management believes that NAWS has taken no uncertain tax positions that require adjustment to the financial statements to comply with the provisions of this guidance. Timely filed information returns for years subsequent to the year ended June 30, 2009 (2008 for state returns) are subject to examination by authorities.

## **NOTE 3 - RETIREMENT PLAN**

NAWS maintains a qualified defined contribution retirement plan, which covers all employees. Under the terms of the plan, employees may elect to contribute pre-tax earnings up to the maximum allowable amount. NAWS matches deferrals of up to 5% of compensation based on the employee's number of years of service. NAWS contributions totaled \$70,988, \$66,984 and \$60,529 for the years ended June 30, 2013, 2012 and 2011, respectively.

## NOTE 4 - OPERATING AND CAPITAL LEASES

Year ending June 30

NAWS has entered into capital lease agreements for the use of office equipment in 2011. NAWS leases additional equipment and facilities under various operating leases.

The following is a schedule of future minimum rental payments required under operating leases that have initial or remaining noncancelable lease terms in excess of one year as of June 30, 2013:

1 car ending dutie 30,		
2014	\$	901,936
2015		911,214
2016		598,450
2017		391,840
2018		216,912
Thereafter		167,877
Total minimum payments required	¢	3,188,229
rotal milimani paymento required	Ψ	3,100,229

Total payments made under the leases during the years ended June 30, 2013, 2012 and 2011 were \$929,671. \$720,697 and \$655,245, respectively.

#### **NOTE 5 - INVESTMENTS**

GAAP establishes a fair value hierarchy that prioritizes valuation inputs into three levels based on the extent to which inputs used in measuring fair value are observable in the market:

Level 1 – Inputs are quoted prices in an active market.

Level 2 – Inputs are quoted prices for similar instruments and model-based valuation techniques for which all significant assumptions are observable in the market or can be corroborated by observable market data.

## NOTE 5 - INVESTMENTS (Continued)

Level 3 – Inputs are generally unobservable and typically reflect management's estimates of assumptions that market participants would use in pricing the asset or liability.

The following tables summarize investments based on the inputs used to value them:

	June 30, 2013								
		evel 1		evel 2		Level 3	_	Total	
Certificates of deposit U.S. Government and Government	\$	-	\$	-	\$	373,000	\$	373,000	
Agency obligations Equities		- 5,840		5,756 -		<u>-</u>		5,756 5,840	
	\$	5,840	\$	5,756	\$	373,000	\$	384,596	
	June 30, 2012								
		evel 1	l	_evel 2		Level 3		Total	
Certificates of deposit U.S. Government and Government	\$	-	\$	-	\$	372,390	\$	372,390	
Agency obligations		-		7,863		-		7,863	
Equities		4,761						4,761	
	\$	4,761	\$	7,863	\$	372,390	\$	385,014	
	June 30, 2011								
		Level 1		Level 2		Level 3		Total	
Certificates of deposit U.S. Government and Government	\$	-	\$	-	\$	372,105	\$	372,105	
Agency obligations		_		9,371		_		9,371	
Equities		4,597		-				4,597	
	\$	4,597	\$	9,371	\$	372,105	<u>\$</u>	386,073	

The following tables reconcile the beginning and ending fair value of the Plan's Level 3 investments:

	Year Ended						
	June 30, 2013	June 30, 2012	June 30, 2011				
Balance, July 1	\$ 372,390	\$ 372,105	\$ 455,791				
Purchases/accrued interest	442,824	440,479	12,315				
Sales/maturities	(442,214)	(440,194)	(96,001)				
Balance, June 30	\$ 373,000	\$ 372,390	\$ 372,105				

## NOTE 5 - INVESTMENTS (Continued)

Level 1 investments comprise equities traded daily on an active exchange. Level 2 investments consist of government obligations valued based on trade prices for similar securities. Level 3 investments are certificates of deposit reported at cost, which approximates fair value.

### NOTE 6 - CONCENTRATIONS OF CREDIT RISK

NAWS places its cash and cash equivalents with high quality financial institutions. Cash in U.S. banks is covered by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000 per bank. Cash in Canadian accounts is insured up to \$100,000 (Canadian) per bank. Cash in other foreign accounts is not insured by the FDIC and totaled approximately \$240,000 as of June 30, 2013.

At June 30, 2013, deposits in U.S. institutions exceeded insurance limits by \$1,664,474 and deposits in Canadian banks exceeded insurance limits by \$204,891.

Assets reported in the statement of financial position as of June 30, 2013 include cash of approximately \$257,000 and publication inventory of approximately \$272,000 at Payam Omega. Due to current relations between Iran and the United States, it is unlikely that NAWS could transfer such assets out of Iran; accordingly their use is limited to Iranian operations.

#### NOTE 7 - EMPLOYMENT CONTRACT

NAWS has entered into an employment agreement with its Executive Director. The agreement provides for compensation and benefits and expires on December 31, 2013. Should the agreement be terminated by NAWS, certain amounts would be payable to the Executive Director as defined in the agreement.

### **NOTE 8 - SUBSEQUENT EVENTS**

Management has evaluated subsequent events through January 23, 2014, the date these financial statements were available to be issued. There were no material subsequent events that require recognition or additional disclosure in these financial statements.