



***ICVA - International Council of Voluntary
Agencies
Geneva***

***Report of the statutory auditor
to the General Meeting
on the financial statements 2015***



Report of the statutory auditor
to the General Meeting of
ICVA - International Council of Voluntary Agencies
Geneva

Report of the statutory auditor on the financial statements

As statutory auditor, we have audited the accompanying financial statements of ICVA - International Council of Voluntary Agencies, which comprise the balance sheet, statements of income and expenses and notes, for the year ended 31 December 2015.

Association board's responsibility

The board is responsible for the preparation of the financial statements in accordance with the requirements of Swiss law and the association's articles of incorporation. This responsibility includes designing, implementing and maintaining an internal control system relevant to the preparation of financial statements that are free from material misstatement, whether due to fraud or error. The board is further responsible for selecting and applying appropriate accounting policies and making accounting estimates that are reasonable in the circumstances.

Auditor's responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Swiss law and Swiss Auditing Standards. Those standards require that we plan and perform the audit to obtain reasonable assurance 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 the internal control system relevant to the entity's preparation 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 system. An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of accounting estimates made, 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 for the year ended 31 December 2015 comply with Swiss law and the association's articles of incorporation.

Report on other legal requirements

We confirm that we meet the legal requirements on licensing according to the Auditor Oversight Act (AOA) and independence (article 728 CO) and that there are no circumstances incompatible with our independence.



In accordance with article 69b paragraph 3 CC in connection with article 728a paragraph 1 item 3 CO and Swiss Auditing Standard 890, we confirm that an internal control system exists which has been designed for the preparation of financial statements according to the instructions of the Association board.

We recommend that the financial statements submitted to you be approved.

PricewaterhouseCoopers SA

Marc Secretan
Audit expert
Auditor in charge

Marcello Stimato
Audit expert

Geneva, 8 March 2016

Enclosures:

- Financial statements (balance sheet, statements of income and expenses and notes)

ICVA (International Council of Voluntary Agencies, Geneva)

Balance sheet as at 31 December (in Swiss francs)

Assets	2015	2014	2013
Current assets			
Cash and cash equivalents	1'056'150.50	563'955.77	393'340.82
Accounts receivables	517'286.94	523'149.64	474'535.39
Accrued income and prepaid expenses	73'956.29	15'721.81	16'498.43
Total current assets	1'647'393.73	1'102'827.92	884'374.64
Non-current assets			
Guarantee deposit	20'070.50	20'068.00	20'225.50
Total non-current assets	20'070.50	20'068.00	20'225.50
Total assets	1'667'464.23	1'122'895.92	904'600.14

Liabilities	2015	2014	2013
Short-term liabilities			
Accounts payable and accrued expenses	288'366.46	178'765.69	305'266.60
Deferred income	473'281.96	435'567.52	120'138.69
Provisions and specific project balances	80'984.22	-	-
Total short-term liabilities	842'632.64	614'333.21	425'405.29
Long-term liabilities			
Deferred income	205'168.50	-	-
Provisions and specific project balances	35'000.00	-	-
Total long-term liabilities	240'168.50	-	-
Total liabilities	1'082'801.14	614'333.21	425'405.29
Reserve			
General reserve	508'562.71	479'194.85	502'166.16
Contingency reserve	41'943.09	-	-
Net result for the year	34'157.29	29'367.86	-22'971.31
Total reserves	584'663.09	508'562.71	479'194.85
Total liabilities	1'667'464.23	1'122'895.92	904'600.14

**The Sphere Project has been hosted by ICVA since April 2013, so this Balance Sheet includes the Sphere Project for the period from April 2013.*

(See the IFRC (International Federation of Red Cross and Red Crescent Societies) Financial Statements for the Sphere Project accounts for January-March 2013 and for grants managed through IFRC.)

ICVA (International Council of Voluntary Agencies, Geneva)

**Statement of Income and Expenses for the financial year
ended 31 December *
(in Swiss francs)**

	2015	2014	2013
Membership Fees/Board Contributions and Donations	3,042,512.61	3,063,724.44	2,505,567.01
ICVA Membership Fees/Sphere Board Contributions	616,957.35	625,048.96	543,997.69
ICVA Membership/Sphere Board - other contributions	23,247.49	11,491.85	-
AusAID	-	-	47,945.00
Australia - Permanent Mission to the United Nations' International Development Fund (IDF)	22,083.00	24,822.00	62,684.48
CWS: NGO Coordination / Liaison Officer	-	-	9,968.21
Denmark - Ministry of Foreign Affairs	241,979.28	241,979.27	146,312.98
ECHO - European Commission Humanitarian Aid	-	458,088.86	226,956.46
EUPHRA - University of Deusto	-	11,455.97	862.26
FAO - Food and Agriculture Organization of the United Nations	29,295.60	11,878.06	-
German Humanitarian Assistance	514,374.59	336,255.71	-
IOM (International Organization on Migration)	11,000.00	-	-
Nansen Initiative	-	30,290.28	-
Netherlands - Ministry of Foreign Affairs	-	-	60,785.37
Norway - Ministry of Foreign Affairs	205,483.16	236,949.28	98,640.08
OFDA (USAID - Office of U.S. Foreign Disaster Assistance)	160,805.14	52,454.58	-
OXFAM	-	-	25,000.00
Sweden - Ministry of Foreign Affairs	322,888.64	373,443.90	457,212.19
Swiss Agency for Development and Cooperation (SDC)	350,000.00	300,000.00	300,000.00
UNHCR - The UN Refugee Agency	76,000.00	80,000.00	40,000.00
US Department of State, Bureau of Population and Migration (PRM)	330,093.58	133,488.68	89,024.00
World Vision International	-	20,000.00	-
IKEA Foundation	51,696.00	-	-
Other Donors	-	8,110.94	-
Sphere Project income received IFRC (2013 - various donors; 2014 & 2015 OFDA)	86,608.78	107,966.10	396,178.29
Other Income	30,641.23	61,244.83	88,613.04
Staff costs	-1,974,798.15	-1,952,546.66	-1,740,588.82
Other operating expenses	-914,764.56	-1,115,462.50	-877,092.36
Net result before financial income and expenses	183,591.13	56,960.11	-23,501.13
Financial income	16,320.01	6,365.59	2,877.78
Financial expenses	-7,826.54	-33,957.84	-2,347.96
Net result before financial income and expenses	192,084.60	29,367.86	-22,971.31
Net result before allocation to contingency reserves and specific project balances	192,084.60	29,367.86	-22,971.31
Reduction in Contingency Reserves, Provisions and Specific Project balances	-	-	-
Increase in Contingency Reserves, Provisions and Specific Project balances	-157,927.31	-	-
Net result for the year	34,157.29	29,367.86	-22,971.31

**The Sphere Project has been hosted by ICVA since April 2013, so this Statement of Income and Expenditure includes the Sphere Project for the period from April 2013. (See the IFRC (International Federation of Red Cross and Red Crescent Societies) Financial Statements for the Sphere Project accounts for January-March 2013 and for grants managed through IFRC.)*

ICVA (International Council of Voluntary Agencies, Geneva)

**Statement of Income and Expenses for ICVA only for the financial year
ended 31 December
(in Swiss francs)**

	ICVA 2015	ICVA 2014	ICVA 2013
Membership Fees/Board Contributions and Donations	1,877,656.61	2,181,147.59	1,646,764.19
ICVA Membership Fees/Sphere Board Contributions	342,957.35	351,048.95	318,342.16
ICVA Membership/Sphere Board - other contributions	14,553.98	11,491.85	-
Australia - Permanent Mission to the United Nations' International Development Fund (IDF)	22,083.00	24,822.00	62,684.48
CWS: NGO Coordination / Liaison Officer	-	-	9,968.21
Denmark - Ministry of Foreign Affairs	121,631.09	121,631.08	146,312.98
ECHO - European Commission Humanitarian Aid	-	458,088.86	226,956.46
EUPHRA - University of Deusto	-	11,455.97	862.26
FAO - Food and Agriculture Organization of the United Nations	29,295.60	11,878.06	-
German Humanitarian Assistance	299,675.36	195,957.64	-
IOM (International Organization on Migration)	11,000.00	-	-
Nansen Initiative	-	30,290.28	-
Netherlands - Ministry of Foreign Affairs	-	-	60,785.37
Norway - Ministry of Foreign Affairs	205,483.16	236,949.28	98,640.08
OXFAM	-	-	25,000.00
Sweden - Ministry of Foreign Affairs	322,888.64	373,443.90	457,212.19
Swiss Agency for Development and Cooperation (SDC)	200,000.00	200,000.00	200,000.00
UNHCR - The UN Refugee Agency	76,000.00	80,000.00	40,000.00
US Department of State, Bureau of Population and Migration (PRM)	180,392.43	45,978.78	-
World Vision International	-	20,000.00	-
IKEA Foundation	51,696.00	-	-
Other Donors	-	8,110.94	-
Other Income	11,019.09	36,316.20	67,635.71
Staff costs	-1,335,715.41	-1,420,697.4	-1,174,916.87
Other operating expenses	-419,380.52	-679,895.2	-621,342.21
Net result before financial income and expenses	133,579.77	116,871.16	-81,859.18
Financial income	6,954.23	1,468.32	2,860.48
Financial expenses	-5,776.63	-31,156.89	-1,987.96
Net result before financial income and expenses	134,757.37	87,182.59	-80,986.66
Net result before allocation to contingency reserves and specific project balances	134,757.37	87,182.59	-80,986.66
Reduction in Contingency Reserves, Provisions and Specific Project balances	-	-	-
Increase in Contingency Reserves, Provisions and Specific Project balances	-116,699.20	-	-
Net result	18,058.17	87,182.59	-80,986.66
Net result relating to prior year*	-	-	-54,044.80
Net result for the year	18,058.17	87,182.59	-26,941.86

**A total of CHF 54,044.80 of receivables were written off in 2013 for donor (CHF 50,000), membership (CHF 3,000) and other (CHF 1,044.80) income for previous years which were accrued in the 2012 accounts but which were not received in 2013.*

ICVA (International Council of Voluntary Agencies, Geneva)

Statement of Income and Expenses for the Sphere Project for the financial year ended 31 December (in Swiss francs)

	Sphere 2015	Sphere 2014	Sphere 2013
Membership Fees/Board Contributions and Donations	1,164,856.00	882,576.85	858,802.82
ICVA Membership Fees/Sphere Board Contributions	274,000.00	274,000.01	225,655.53
ICVA Membership/Sphere Board - other contributions	8,693.51	-	-
AusAID	-	-	47,945.00
Denmark - Ministry of Foreign Affairs	120,348.19	120,348.19	-
German Humanitarian Assistance	214,699.23	140,298.07	-
OFDA (USAID - Office of U.S. Foreign Disaster Assistance)	160,805.14	52,454.58	-
Swiss Agency for Development and Cooperation (SDC)	150,000.00	100,000.00	100,000.00
UNHCR Switzerland - 60th Anniversary	-	-	-
US Department of State, Bureau of Population and Migration (PRM)	149,701.15	87,509.90	89,024.00
Sphere Project income received IFRC (2013 - various donors; 2014 & 2015 OFDA)	86,608.78	107,966.10	396,178.29
Other Income	19,622.14	24,928.63	20,977.33
Staff costs	-639,082.74	-531,849.2	-565,671.95
Other operating expenses	-495,384.04	-435,567.3	-255,750.15
Net result before financial income and expenses	50,011.36	-59,911.05	58,358.05
Financial income	9,365.78	4,897.27	17.30
Financial expenses	-2,049.91	-2,800.95	-360.00
Net result before financial income and expenses	57,327.23	-57,814.73	58,015.35
Net result before allocation to contingency reserves and specific project balances	57,327.23	-57,814.73	58,015.35
Reduction in Contingency Reserves, Provisions and Specific Project balances	-	-	-
Increase in Contingency Reserves, Provisions and Specific Project balances	-41,228.11	-	-
Net result for the year	16,099.12	-57,814.73	58,015.35

**The Sphere Project has been hosted by ICVA from April 2013, so this Statement of Income and Expenditure only relates to the period from April 2013. (See the IFRC (International Federation of Red Cross and Red Crescent Societies) Financial Statements for the Sphere Project accounts for January-March 2013 and for grants managed through IFRC.)*

ICVA (International Council of Voluntary Agencies, Geneva)

Notes to the 2015 financial statements (in Swiss francs)

1 Accounting principles applied in the preparation of the financial statements

These financial statements have been prepared in accordance with the provisions of commercial accounting as set out in the Swiss Code of Obligations (Art. 957 to 963b CO, effective since 1 January 2013). Significant balance sheet items are accounted for as follows:

1a Accounts receivables

Trade receivables and other short-term receivables are carried at their nominal value. Impairment charges are calculated for these assets on an individual basis.

1b Revenue recognition

Revenue is recognised when it is probable that the economic benefits associated with the transaction will inure to ICVA and can be reliably estimated. Donations are recognised in the statement of income once they definitively belong to ICVA. They are considered as unrestricted funds unless the donor stipulates a specific restriction. When the donor wishes to see a donation allocated to a specific cause, the donation is considered to be an allocated fund. Allocated funds that have not been used at the end of the year are included in the Specific Project Balance line of the balance sheet.

1c Funding Contracts

Income from funding contracts signed between donors and ICVA is recognised in the year in which the financed expenditure is incurred. Grants related to future years are recognised under the section 'Deferred income'.

1d Foreign currencies

Monetary and non-monetary items in foreign currency are translated into Swiss francs at the following exchange rates:

Foreign currency	2015	2014	2013
USD	0.99081	0.910196	0.89024
EURO	1.08261	1.06062	1.22562
GBP	1.46880	1.40860	-

The exchange rates used for balance sheet items are the rates prevailing on December 31, except where the actual exchange rates are known. The exchange rates used for transactions conducted during the course of the year and for items in the profit and loss statement are spot rates from Oanda, except where the actual exchange rates for these transactions were known.

2 Details, analyses and explanations to the financial statements

ICVA (International Council of Voluntary Agencies) is a Swiss association based at 26-28 avenue Giuseppe Motta, CH 1202 Geneva, Switzerland.

The number of full-time equivalents did not exceed 50 on an annual average basis.'

2a Accounts receivable and other accrued income

CHF	2015	2014	2013
Membership Fees and Donor Contributions	517,286.94	523,149.64	474,535.39
Accrued income and prepaid expenses	73,956.29	15,721.81	16,498.43
Total inventory	591,243.23	538,871.45	491,033.82

2a Pension liabilities

On 31 December 2015 the liability to the pension scheme amounted to CHF 39,250.90.

2b Collateral for third-party liabilities

	2015	2014	2013
Rent guarantees	20,070.50	20,068.00	20,225.50

2c Provisions and Specific Project Balances at 31 December

	2015	2014	2013
Short Term:		-	-
ICVA Provision - IT Equipment & Furniture	30,000.00	-	-
ICVA Specific Project - Donor Conditions	21,363.20	-	-
SPHERE Specific Project - Handbook Project	29,621.02	-	-
TOTAL Short Term	80,984.22		
Long Term		-	-
ICVA General Assembly 2018	35,000.00	-	-
TOTAL Long Term	35,000.00		

2d Contingent Liabilities at 31 December

	2015	2014	2013
ICVA contingent liabilities for staff benefits (leave and maternity)	30,336.00	-	-
SPHERE contingent liabilities for staff benefits (leave and maternity)	11,607.09	-	-
TOTAL	41,943.09	-	-

ICVA STATEMENT OF EXPENDITURE
1 January to 31 December, with comparative figures
 (all figures in Swiss francs)

	2015** CHF	2014* CHF	2013 CHF
ICVA ANNUAL CONFERENCE			
Staff costs	0.00	1,577.74	0.00
Travel, Accomodation & Expenses	43,197.12	36,184.78	11,448.04
Office Supplies	2,647.06	588.92	749.73
Meeting costs	17,395.51	15,544.03	9,292.92
Consultancies	2,000.00	5,648.56	6,131.18
Total Expenses	65,239.69	59,544.03	27,621.87

* 2014 Annual Conference included an additional NGO Practicum day on Humanitarian Financing

** 2015 Annual Conference and General Assembly held together.

STATEMENT OF EXPENDITURE
1 January to 31 December, with comparative figures
 (all figures in Swiss francs)

	2015 CHF	2014 CHF	2013 CHF
ICVA Board Costs (formerly Executive Committee)			
Travel, Accomodation & Expenses	14,670.36	4,745.00	18,090.38
Office Costs, Supplies, Communication	828.29	0.00	1,407.86
Representation	0.00	300.00	3,924.26
Consultancy fees	4,136.88	0.00	0.00
Total Expenses	19,635.53	5,045.00	23,422.50

*2014 and 2015 Board meetings held in conjunction with Annual Conference and other events in Geneva, costed separately.

STATEMENT OF INCOME AND EXPENDITURE
1 January to 31 December, with comparative figures
(all figures in Swiss francs)

ICVA collaboration with UNHCR

Income

Grant Received

UNHCR Contribution: Sub Agreement

Other Income

Transfer from ICVA unearmarked funding

Total Income

Expenses

Annual Consultations/Structured Dialogue/High Commissioner's Dialogue

Associate Policy Advisor

Total Expenses

Excess of income over expenditure/(expenditure over income)

	2015 CHF	2014 CHF	2013 CHF
	76,000.00	80,000.00	40,000.00
	0.00	390.31	222.05
	76,000.00	80,390.31	40,222.05
	76,000.00	80,390.31	13,102.92
	0.00	0.00	27,119.13
	76,000.00	80,390.31	40,222.05
	0.00	0.00	0.00



A GLOBAL NGO NETWORK
FOR PRINCIPLED AND EFFECTIVE
HUMANITARIAN ACTION

STATEMENT OF EXPENDITURE

1 January to 31 December, with comparative figures

(all figures in Swiss francs)

	2015 CHF	2014 CHF	2013 CHF
<u>ICVA Board Costs (formerly Executive Committee)</u>			
Travel, Accomodation & Expenses	14,670.36	4,745.00	18,090.38
Office Costs, Supplies, Communication	828.29	0.00	1,407.86
Representation	0.00	300.00	3,924.26
Consultancy fees	4,136.88	0.00	0.00
<u>Total Expenses</u>	19,635.53	5,045.00	23,422.50

*2014 and 2015 Board meetings held in conjunction with Annual Conference and other events in Geneva, costed separately.

STATEMENT OF INCOME AND EXPENDITURE
1 January to 31 December, with comparative figures
(all figures in Swiss francs)

Strengthening NGO Partnership, Practice and Policy for Improved Humanitarian Action
SEPTEMBER 2013-DECEMBER 2014

Income

Grant Received (or accrued)

ECHO via IRC (including accrual of balance of project grant from ECHO)

Match from other donors

Transfer from ICVA unearmarked funding and reimbursements

Total Income

Expenses

Activities

Staff

Visibility and Communication

Project supervision and monitoring

Expenses shown in other grants

Total Expenses

Excess of income over expenditure/(expenditure over income)

2015 CHF	2014 CHF	2013 CHF
0.00	458,088.86	128,677.73
0.00	598,534.80	15,293.66
0.00	6,270.45	70.06
0.00	1,062,894.11	144,041.45
0.00	587,653.42	51,711.06
0.00	471,214.10	63,112.20
0.00	4,026.59	4,136.61
0.00	0.00	9,787.92
0.00	0.00	15,293.66
0.00	1,062,894.11	144,041.45
0.00	0.00	0.00

STATEMENT OF INCOME AND EXPENDITURE

1 January to 31 December, with comparative figures

(all figures in Swiss francs)

SIDA GRANT - CORE ACTIVITIES

(October 2013-September 2015)

Income

Income Deferred from Previous Year

Swedish International Development Agency

Grant Received

Grant received current year - Swedish Ministry of Foreign Affairs

Grant received in 2013 but deferred as income to 2014

Total Income

Expenses

Field Missions

UNHCR High Commissioner's Dialogue and Annual Consultations

NGO Voice

WA/MENA Principles Learning Events

IASC

NNGO Engagement West Africa/Mena

ICVA NYC

Humanitarian Financing

Humanitarian Financing (incl. Annual Conference and Practicum 2014)

Q&A Learning Event WA/MENA 2013/2014 and NGO Access (incl. WHS) 2015

Enabling Environment

General Assembly/Strategic Planning

Total Expenses

Balance of funding deferred to following year

2015 CHF	2014 CHF	2013 CHF
9'088.24	7'262.13	0.00
221'282.00	375'270.01	127'327.80
0.00	0.00	7'262.13
230'370.24	382'532.14	134'589.93
2'168.56	7'129.55	5'073.25
2'777.10	3'895.89	11'271.93
5'853.14	6'598.28	7'377.42
28'248.00	14'317.91	0.00
10'626.05	18'859.84	4'916.32
0.00	27'053.42	5'273.81
0.00	17'133.89	10'855.47
0.00	38'128.63	41'397.04
26'457.81	5'369.86	0.00
53'347.43	101'155.81	0.00
84'632.85	133'800.82	35'066.45
16'259.30	0.00	6'096.11
230'370.24	373'443.90	127'327.80
230'370.24	373'443.90	127'327.80
0.00	9'088.24	7'262.13

1 January to 31 December, with comparative figures
(all figures in Swiss francs)

	2015 CHF	2014 CHF	2013 CHF
<u>SIDA GRANT - PROMOTING SUSTAINABLE NGO ENGAGEMENT</u> (September 2015-December 2017)			
<i>Income</i>			
Grant Received			
Grant received current year - Swedish Ministry of Foreign Affairs	92,518.40	0.00	0.00
Total Income	92,518.40	0.00	0.00
<i>Expenses</i>			
Pillar 1 - Increase NGO Understanding	25,442.56	0.00	0.00
Pillar 2 - Facilitate NGO Engagement	27,755.52	0.00	0.00
Pillar 3 - Institutionalise NGO Engagement and Collective Responsibility	23,129.60	0.00	0.00
Membership and Governance	16,190.72	0.00	0.00
	92,518.40	0.00	0.00
Total Expenses	92,518.40	0.00	0.00
Balance of funding deferred to following year	0.00	0.00	0.00

STATEMENT OF INCOME AND EXPENDITURE
1 January to 31 December, with comparative figures
(all figures in Swiss francs)

ICVA collaboration with UNHCR

Income

Grant Received

UNHCR Contribution: Sub Agreement

Other Income

Transfer from ICVA unearmarked funding

Total Income

Expenses

Annual Consultations/Structured Dialogue/High Commissioner's Dialogue

Associate Policy Advisor

Total Expenses

Excess of income over expenditure/(expenditure over income)

2015 CHF	2014 CHF	2013 CHF
76,000.00	80,000.00	40,000.00
0.00	390.31	222.05
76,000.00	80,390.31	40,222.05
76,000.00	80,390.31	13,102.92
0.00	0.00	27,119.13
76,000.00	80,390.31	40,222.05
0.00	0.00	0.00