

ICVA - International Council of Voluntary Agencies

Geneva

Report of the statutory auditor
to the Association Board

on the financial statements 2023



Report of the statutory auditor

to the General Meeting of ICVA - International Council of Voluntary Agencies

Geneva

Report on the audit of the financial statements

Opinion

We have audited the financial statements of ICVA - International Council of Voluntary Agencies (the Association), which comprise the balance sheet as at 31 December 2023, and the statement of income and expenses, the statement of changes in capital and funds, the cash flow statement for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements give a true and fair view of the financial position of the Association as at 31 December 2023 and its financial performance and its cash flows for the year then ended in accordance with Swiss GAAP FER, and comply with Swiss law as well as the Association's article of incorporation.

Basis for opinion

We conducted our audit in accordance with Swiss law and Swiss Standards on Auditing (SA-CH). Our responsibilities under those provisions and standards are further described in the 'Auditor's responsibilities for the audit of the financial statements' section of our report. We are independent of the Association in accordance with the provisions of Swiss law and the requirements of the Swiss audit profession, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

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

Association Board's responsibilities for the financial statements

The Association Board is responsible for the preparation of financial statements that give a true and fair view in accordance with Swiss GAAP FER and the provisions of Swiss law, and the Association's article of incorporation, and for such internal control as the Association Board determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Association Board is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Association Board either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Swiss law and SA-CH will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Swiss law and SA-CH, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

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- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made.
- Conclude on the appropriateness of the Association Board's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.

We communicate with the Association Board or its relevant committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on other legal and regulatory requirements

In accordance with article 69b para. 3 CC in connection with article 728a para. 1 item 3 CO and PS-CH 890, we confirm the existence of an internal control system that has been designed, pursuant to the instructions of the Association Board, for the preparation of the financial statements.

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

PricewaterhouseCoopers SA

Patrick Wagner
Licensed audit expert
Auditor in charge

Alexandre Meugnot

Geneva, 8 March 2024

Enclosure:

- Financial statements (balance sheet, statement of income and expenses, statement of changes in capital and funds, cash flow statement and notes)



International
Council of
Voluntary
Agencies

***International Council of
Voluntary Agencies
("ICVA")
Geneva***

***Financial Statements for the
period ended
31 December 2023***

ICVA (International Council of Voluntary Agencies, Geneva)

Balance sheet as at 31 December
(in Swiss francs)

Assets	Notes	2023	2022
Current assets			
Cash and cash equivalents	6	990'654	1'598'285
Accounts receivable	7	535'738	107'913
Prepaid expenses and accrued income	8	272'881	144'716
Other current assets		25'351	49'775
Total current assets		1'824'624	1'900'689
Non-current assets			
Financial assets	9	497	494
Total non-current assets		497	494
Total assets		1'825'121	1'901'183
Liabilities			
Liabilities	Notes	2023	2022
Current liabilities			
Accounts payable		206'305	192'048
Accrued expenses		45'825	23'589
Deferred income		3'489	63'610
Short-term provision	10	117'320	80'283
Total current liabilities		372'939	359'530
Total liabilities		372'939	359'530
Restricted funds			
Specific project balances		1'087'580	922'782
Total restricted funds		1'087'580	922'782
Reserve			
General Reserve		618'871	618'142
Net result for the year		-254'269	729
Total reserves		364'602	618'871
Total liabilities		1'825'121	1'901'183

ICVA (International Council of Voluntary Agencies, Geneva)

Statement of Income and Expenses for the period ended 31 December
(in Swiss francs)

	Notes	2023	2022
Net proceeds from Membership Fees and Grants			
ICVA Membership Fees		635'636	588'477
Unrestricted funds			
Germany - German Humanitarian Assistance of the German Federal Foreign Affairs		585'773	597'362
Switzerland - Swiss agency for development and Cooperation (SDC) – Department of Foreign Affairs		300'000	300'000
Denmark - Ministry of Foreign Affairs		62'610	349'905
Sweden - Swedish International Development cooperation Agency (SIDA)		251'732	274'440
Norway - Ministry of Foreign Affairs		142'979	164'186
Open Society Foundations		-	136'913
Association Humanitarian Quality Assurance Initiative (HQAI) - Facilitation Fund		-	21'600
European Civil Protection and Humanitarian Aid Operations (ECHO)		-	3'150
Members' and partners' contributions to projects		-	13'829
Restricted funds			
United States - USAID's Bureau of Humanitarian Aid (BHA)		545'406	-
United Nations High Commissioner for Refugees (UNHCR) - PSEA Fund		173'268	494'215
Switzerland - Swiss agency for development and Cooperation (SDC) – Department of Foreign Affairs		299'925	200'000
French Ministry for Europe and Foreign Affairs		257'773	-
Belgium - Directorate-General for Development Cooperation		238'410	240'165
Grand Duchy of Luxembourg - Ministry of Foreign Affairs		192'151	145'905
Republic and Canton of Geneva - International Solidarity Service		80'000	60'000
Conrad N. Hilton Foundation		95'102	490'215
Irish Aid - Department of Foreign Affairs (MFA of Ireland)		95'465	-
United Kingdom of Great Britain and Northern Ireland - Foreign, Commonwealth & Development Office (FCDO)		90'513	-
United Nations High Commissioner for Refugees (UNHCR)		94'160	111'252
United Nations Children's Fund (UNICEF)		31'222	8'387
European Commission – Country Delegation of the European Union		42'464	29'682
Swiss Solidarity/Chaîne du Bonheur		30'000	30'000
		4'244'589	4'259'683
Other operating income		134'303	247'199
Operating Expenses			
Staff costs		- 2'703'931	- 2'317'284
Grants to local non-profit organizations		- 223'375	- 389'037
External Services		- 620'147	- 624'411
Travel expenses		- 446'687	- 230'134
Premises charges		- 97'367	- 81'664
Communications		- 84'190	- 69'141
Meeting, teleconference and webinar costs		- 165'259	- 66'724
IT expenses		- 9'493	- 28'038
Administration and office costs		- 11'443	- 7'142
Maintenance, repairs and equipment		- 376	- 754
Depreciation and valuation adjustments to fixed assets		-	- 5'429
Other costs		- 30'391	- 24'702
		- 13'767	662'422
Net result before financial income and expenses			
Financial income		- 5'257	41'955
Financial expenses		- 11'548	- 152'653
		- 30'572	551'724
Net result after financial income and expenses			
Income from previous years	11	-	24'406
Expenses from previous years	12	- 3'228	- 22'170
		- 33'800	553'960
Net result after income and expenses from previous years			
Net result before allocation to specific project balances			
Reduction in Specific Project balances		2'045'390	1'256'590
Increase in Specific Project balances		- 2'265'859	- 1'809'821
		- 254'269	729

Statement of changes in capital and funds for the period ended 31 December

Restricted funds	2023					Balance 31.12.2023
	Balance 01.01.2023	Opening adjustment (a)	Allocations	Appropriation	Total variation	
Republic and Canton of Geneva - International Solidarity Service - NGO FORA 2022	38'737	-	-	-38'737	-38'737	-
Republic and Canton of Geneva - International Solidarity Service - NGO FORA 2023-26	-	-	80'000	-32'589	47'411	47'411
United Nations High Commissioner for Refugees (UNHCR) - PSEA 2022	137'488	-	-	-137'488	-137'488	-
United Nations High Commissioner for Refugees (UNHCR) - Force Migration 2023	-	-	94'160	-94'160	-	-
United Nations High Commissioner for Refugees (UNHCR) - PSEA 2023	-	-	173'268	-35'379	137'889	137'889
United States - USAID's Bureau of Humanitarian Aid (BHA global 2023-25)	-	-	290'382	-290'382	-	-
United States - USAID's Bureau of Humanitarian Aid (BHA WCA 2022-24)	-	-	255'024	-255'024	-	-
Conrad N. Hilton Foundation VI	460'133	-	-	-165'901	-165'901	294'232
Conrad N. Hilton Foundation VII	-	-	95'102	-80'311	14'791	14'791
Swiss agency for development and Cooperation – Department of Foreign Affairs 2021-23	-16'435	-	249'925	-233'490	16'435	-
Swiss agency for development and Cooperation – Department of Foreign Affairs CBPF	-	-	50'000	-	50'000	50'000
Belgium - Directorate-General for Development Cooperation	202'873	3'228	-	-206'101	-202'873	-
Belgium - Directorate-General for Development Cooperation CBPF	-	-	238'410	-2'786	235'624	235'624
United Nations Children's Fund (UNICEF) V 2023	-	-	31'222	-31'222	-	-
Grand Duchy of Luxembourg - Ministry of Foreign Affairs IV	83'551	-	144'357	-227'908	-83'551	-
Grand Duchy of Luxembourg - Ministry of Foreign Affairs CBPF	-	-	47'794	-	47'794	47'794
European Commission – Country Delegation of the European Union	-42'464	-	42'464	-	42'464	-
French Ministry for Europe and Foreign Affairs	-	-	257'773	-93'399	164'374	164'374
Irish Aid - Department of Foreign Affairs (MFA of Ireland)	-	-	95'465	-	95'465	95'465
United Kingdom of Great Britain and Northern Ireland - Foreign, Commonwealth & Development Office (FCDO)	-	-	90'513	-90'513	-	-
Swiss Solidarity/Chaîne du Bonheur	-	-	30'000	-30'000	-	-
Total restricted funds	863'883	3'228	2'265'859	-2'045'390	223'697	1'087'580
Reserve						
General reserve	618'871	-3'228	-	-251'041	-254'269	364'602
Total reserve	618'871	-3'228	-	-251'041	-254'269	364'602
Total restricted funds and reserve						1'482'182

(a) Please refer to Note 12 for further information.

Restricted funds	2022					Balance 31.12.2022
	Balance 01.01.2022	Opening adjustment (a)	Allocations	Appropriation	Total variation	
Republic and Canton of Geneva - International Solidarity Service - NGO FORA 2022	-	-	60'000	-21'263	38'737	38'737
United Nations High Commissioner for Refugees (UNHCR) - 2022	-	-	111'252	-111'252	-	-
United Nations High Commissioner for Refugees (UNHCR) - PSEA 2022	-	-	494'215	-356'727	137'488	137'488
Conrad N. Hilton Foundation IV - NGO FORA 2021/2022	113'185	-	-	-113'185	-113'185	-
Conrad N. Hilton Foundation V	165'034	-	-	-165'034	-165'034	-
Conrad N. Hilton Foundation VI	-	-	490'215	-30'082	460'133	460'133
Swiss agency for development and Cooperation – Department of Foreign Affairs 2021-2023	-19'377	-	200'000	-197'058	2'942	-16'435
Belgium - Directorate-General for Development Cooperation	-	-	240'165	-37'292	202'873	202'873
United Nations Children's Fund (UNICEF) IV 2021-2022	20'703	22'170	8'387	-51'260	-20'703	-
Grand Duchy of Luxembourg - Ministry of Foreign Affairs IV	-	-	145'905	-62'354	83'551	83'551
Open Society Foundations	8'937	-	-	-8'937	-8'937	-
European Commission – Country Delegation of the European Union	-	-	29'682	-72'146	-42'464	-42'464
Swiss Solidarity/Chaîne du Bonheur	-	-	30'000	-30'000	-	-
General Assembly	-	-	-	-	-	-
Total restricted funds	288'482	22'170	1'809'821	-1'256'590	575'401	863'883
Reserve						
General reserve	618'142	-	729	-	729	618'871
Total reserve	618'142	-	729	-	729	618'871
Total restricted funds and reserve						1'482'754

NB: Negative balance as at December 31, 2022 represent a receivable due by the donor to ICVA. It is included in the Accounts receivable line (see Note 7).

(a) Please refer to Note 12 for further information.

ICVA (International Council of Voluntary Agencies, Geneva)

**Cash Flow Statement for the financial year
ended 31 December 2023
(in Swiss francs)**

	2023	2022
Net result for the year	- 254'269	729
Change in funds	- 10'923	575'401
Depreciation and valuation adjustments to fixed assets	-	5'429
Allocations to provision	40'037	39'091
Result for the year (before change in net working capital)	- 225'155	620'650
Decrease/(Increase) in Accounts receivable	- 32'184	27'852
Decrease/(Increase) in Prepaid expenses and accrued income	- 326'664	- 115'245
(Decrease)/Increase in Accounts payable and accrued expenses	36'493	50'481
(Decrease)/Increase in Deferred income	- 60'121	- 47'000
Cash flow from operating activities	- 607'631	536'738
Deposit repayment	-	19'583
Cash flow from investing activities	-	19'583
Lease repayments	- -	7'403
Cash flow from financing activities	- -	7'403
Net increase/decrease in cash and cash equivalents	- 607'631	548'918
Cash & cash equivalents, beginning of year	1'598'285	1'049'367
Cash & cash equivalents, end of year	990'654	1'598'285
Change in Cash & cash equivalents	- 607'631	548'918

ICVA (International Council of Voluntary Agencies, Geneva)

Notes to the 2023 Financial Statements (in Swiss francs)

1. Presentation

The International Council of Voluntary Agencies ("ICVA") is a global consortium of humanitarian non-governmental organizations. It was founded in 1962 and established as an association within the meaning of Article 60 et seq. of the Swiss Civil Code. Its headquarters are located in Geneva, Switzerland. ICVA's mission is to make humanitarian action more principled and effective by working collectively and independently to influence policy and practice.

2. Significant accounting policies

ICVA financial statements have been prepared in accordance with the Statutes of ICVA, the applicable provisions of the Civil Code (article 69a) and of the Swiss Code of Obligations and the Swiss Generally Accepted Accounting Principles (Swiss GAAP FER 21).

As permitted by Swiss GAAP FER 21, the accounts were prepared in compliance with the conceptual framework, the fundamental recommendations and recommendation 21.

Information required by Swiss GAAP FER 21 on the performance of the Association, and not disclosed in the financial report, is included in the annual report. The statement of income and expenses is presented using the classification of expenses by nature.

Scope of the Financial Statements

To ensure comparability with the current financial year, certain items from the previous year have been reclassified.

3. Valuation principles

The financial statements have been prepared using historical cost principles and are presented in Swiss francs.

Accounts Receivables

Accounts receivable are amounts due from parties for services performed in the ordinary course of business. If collection is expected in one year or less (or in the normal operating cycle of the business if longer), they are classified as current assets.

These receivables are valued at their nominal values. Credit default risks are accounted for by specific allowances.

Foreign currency translation

Monetary assets and liabilities denominated in foreign currencies are converted into Swiss francs at year-end exchange rate.

Transactions in foreign currencies are recorded in Swiss francs at the rate received or, if not exchanged into Swiss Francs, at the exchange rate in force on the first day of the month of the transaction.

Property, plant and equipment

Property, plant and equipment are valued at purchase cost less any depreciation required by generally accepted accounting principles. Depreciation is charged on a straight-line basis over the useful life of the fixed asset. The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period. For financial leases, the useful life corresponds to the duration of the contractual lease.

Revenue recognition

Revenue is recognized when it is likely that the economic benefits associated with the transaction are received and when the economic benefits can reliably be estimated.

ICVA (International Council of Voluntary Agencies, Geneva)

Notes to the 2023 Financial Statements (in Swiss francs)

Grants

Grants are recognized as income when ICVA acquires control. They are considered as unrestricted funds, unless the donor stipulates a specific restriction.

When the donor requires their donation to be allocated to a specific cause, the donation is recorded as an allocated fund. Allocated funds that are unused at Balance Sheet date are presented under the section "Specific Project Balances" in the Balance Sheet.

Membership fees

Membership fees are calculated on the basis of the membership actually provided to the member up to the balance sheet date. These revenues are recognised if the amount of revenue can be reliably measured and it is sufficiently probable that the economic benefits will flow to ICVA.

Contributions in kind

ICVA regularly receives donations in kind, primarily in the form of free use of goods or services from members and partners. These contributions in kind are not recorded in the financial accounts, since it is difficult to determine a reliable monetary equivalent for their value.

Programme expenditure

Expenditures are recognised when they are incurred and are valued at transaction costs.

Related parties

Related parties include Board members of ICVA, but not member organizations, since ICVA is a network of independent non-governmental organizations, which do not exert a significant influence on its decisions.

Provisions

Provisions are recorded when it is likely that a specific liability will materialize in the future and if this liability can be valued accurately.

4. Tax exemption

ICVA qualifies for exemption from local and federal income tax and capital tax, according to Article 9.1 (f) of the Law on taxation of legal persons ("LIPM"). The local exemption was renewed on April 9, 2019 for an unlimited period.

5. Management of financial risks

Risks are periodically analysed on an organisation-wide basis, which gives rise to a report that is submitted to the Board of Directors. In terms of financial risks, we draw your attention to the following items:

Foreign exchange risk

ICVA is exposed to exchange rate fluctuations, since a large part of its income and expenses are in foreign currencies. ICVA has no active foreign exchange risk hedging policy and tends to convert currencies as and when they are required. The reserves are kept mainly in Swiss francs.

Banking risk

ICVA avoids banking risk by working with UBS Switzerland and the BCGE, which have low risk of default.

Counterparty risk

The counterparty risk is limited, insofar as most of the third party receivables are due from governments or public bodies with whom ICVA has grant agreements.

ICVA (International Council of Voluntary Agencies, Geneva)

Notes to the 2023 Financial Statements (in Swiss francs)

Current liquid assets and reserves

The reserves of ICVA are indispensable in preserving its operational capacity to react quickly and in managing varying timelines for grant transfers, including transfers made only on a reimbursement basis. ICVA policy ensures that sufficient cash is available at all times for its activities and the majority of ICVA's reserves are composed of cash or cash equivalents.

6. Cash & cash equivalents

	2023	2022
Bank accounts	986'613	1'594'500
Cash	4'041	3'785
Total	990'654	1'598'285

7. Accounts Receivables

	2023	2022
Membership Fees	90'867	77'222
Provision Membership Fees	-31'208	-28'208
United States - USAID's Bureau of Humanitarian Aid	351'794	-
Swiss agency for development and Cooperation – Department of Foreign Affairs	49'925	16'435
United Nations High Commissioner for Refugees (UNHCR)	47'080	-
United Nations Children's Fund (UNICEF)	8'743	-
European Commission – Country Delegation of the European Union	-	42'464
United Kingdom of Great Britain and Northern Ireland - Foreign, Commonwealth & Development Office (FCDO)	18'537	-
Total accounts receivables	535'738	107'913

ICVA has open receivables at the end of the year with Donors listed above, as the expenses incurred during the period exceed the transfers received before the end of the year. Further fund will be received in next period, thus it triggered recognition of a receivable.

ICVA performed an individual analysis of Membership Fees due at 31 December 2023, and assessed that a provision was necessary to cover the risk of no collection at 31 December 2022 for 31'208.

8. Prepaid expenses and accrued income

	2023	2022
Prepaid expenses	254'565	126'667
Accrued income	18'316	18'049
	272'881	144'716

The prepaid expenses and accrued income are mainly composed of insurance premiums and payment for services not yet rendered on the field.

9. Financial assets

	2023	2022
Rental Deposits	497	494

The guarantee deposits include the rental deposits with a financial institution for offices and parkings.

10. Personnel expenses

The number of full-time equivalents over the period ended 31 December 2023 was 22.4 (2022: 20.5).

The total remuneration paid to individuals entrusted with management is not disclosed, as permitted by Swiss GAAP FER 21.

A provision of 117'320 as of 31 December 2023 (2022: 80'283) was recorded for the employees leave balance at the year-end.

ICVA (International Council of Voluntary Agencies, Geneva)

Notes to the 2023 Financial Statements (in Swiss francs)

11. Income from previous years

In 2022, incomes from previous years represents mainly the VAT corrections for the periods from 2017 to 2020. These VAT corrections were a net gain for ICVA of CHF 24'326. Also, an application fee of CHF 80 for a closed period has been invoiced to a member during the period.

12. Expenses from previous years

It represents adjustments of funds opening balance to reconcile with the period of grants. The grants period was postponed, the fund should not have been used in 2022, respectively 2021. These changes unknown at the closing of the accounts is a cost of CHF 3'228 in 2023 (CHF 22'170 in 2022).

13. Pension plan obligation

ICVA employees working for three months per year or more and based in Switzerland, benefit from a scheme covering retirement, invalidity pension, and death according to the provisions of the Federal Law for occupational retirement (LOB).

The occupational benefits are provided by the pension fund "Patimonia", according to a defined-contribution benefit plan:

- investment yield has no impact on premiums,
- the employer does not guarantee the benefit amount.

The Plan is composed of the contributions of ICVA and the employees, and it plan covers the usual occupational benefits: retirement, invalidity pension, and death benefits. Risks are insured by the pension funds.

The capital ratio of the pension fund is 101% at 31 December 2023 (2022: 99%).

As of December 31st, 2023, LPP amount due was CHF 33'716 (2022: 35'182).

14. Off-balance sheet commitments

Commitments related to office contracts

On June 30, 2022, ICVA left the office space rent in Geneva for its headquarters, no commitment exists anymore for it. From July 1, 2022, ICVA rents a new office space in Geneva for its headquarters under renewable contracts for a period of 5 years, with a notice period for termination of nine months.

Commitments related to office contracts are as at December 31:

	2023	2022
To 1 year	29'194	29'194
From 1 to 5 years	87'583	116'777
	116'777	145'971

Other leasing

During 2022, ICVA terminated the leasing agreement with its supplier for two printers for a 60 months period. There was no new leasing contracted.

15. Board compensation

The members of the Board are not compensated except for reimbursements of travel and accommodation costs when these are not covered by their own organization.

16. Subsequent events

Subsequent to the end of the financial year, there have been no significant events impacting the annual accounts of 2023 between the balance sheet date and the date of signing the financial statements.