

Union "SAPARI"

Financial Statements for the year ended 31 December 2017
and Independent Auditors' Report

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of SAPARI:

We have audited the accompanying Financial Statements of SAPARI (the Entity) which comprises the Balance Sheet, Fund's Accountability Statement and Cash Flow Statement prepared as of 31 December 2017, and for the year then ended, and a summary of significant accounting policies and other explanatory notes.

Management's Responsibility for the financial statement

Management is responsible for the preparation and fair presentation of these financial statements in accordance with internationally accepted reporting standards. This responsibility includes designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; 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 International Standards on Auditing. Those standards require that we comply with ethical requirements and 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 statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and 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.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of 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.

In our opinion, except for the effect on the financial statements of the matter referred to the preceding paragraph, the financial statements give a true and fair view of the disbursements made and funds received for the given period, and of its financial performance.

Crowe Horwath Ge LLC

Member Crowe Horwath International

March, 2018



Crowe Horwath GE LLC

Financial Reports

Project: Sexual harassment advocacy and awareness raising

Donor: 'Open Society Georgia Foundation'

HR/10/16-20356

Period: 1 September 2016 - 30 April 2017

Description	Unit	Units	Price	Total	Expenses 01.09.2016- 30.01.2017	Expenses 31.01.2017- 30.04.2017	Total	Difference
1. Salary/Honoraria								
1.1. Accountant (30%)	month	8	150	1,200	750	450	1,200	(0)
1.2. Project Director (30%)	month	8	600	4,800	3,000	1,800	4,800	0
1.3. Lawyer (100%)	month	8	700	5,600	2,800	2,100	4,900	700
1.4. HR Manager (50%)	month	8	250	2,000	1,250	750	2,000	0
1.5. Honoraria of Psychotherapist	Hour	50	20	1,000	280	720	1,000	(0)
1.6.Trainers Honoraria	Day	6	200	1,200		1,200	1,200	0
Total Salary				15,800	8,080	7,020	15,100	700
2. Equipment								
Notebook Asus X555LN- XO004D	Computer	1	700	700		621	621	79
Total Equipment				700	-	621	621	79
3. Services								
3.1. Leaflet printing	leaflet	800	0	104		672	672	(568)
3.2. Sticker printing	sticker	1000	0	200		303	303	(103)
3.3. Stencil preparation and distribution	stencil	1	500	500	500	13	513	(13)
Total Services				804	500	989	1,489	(685)
4. Operational expenses								
4.1. administrative expenses	Month	8	80	640	372	385	757	(117)
4.2. trainers travel	Training	5	70	350		338	338	12
4.3. accommodation of trainers	Training	6	100	600		200	200	400
4.4. coffee-break	Training	6	200	1,200		891	891	309
4.5. conference hall rent	Rent	1	800	800		510	510	290
4.6. Training material for participants	Participant	120	5	600		301	301	299
4.7. lunch cost of meetings	Meeting	3	100	300	57		57	243
4.8. Facebook advertising	advertisement	6	20	120		111	111	9
Total operational expenses				4,610	429	2,737	3,166	1,444
Bank fee				50	18	8	26	24
Total				21,964	9,028	11,374	20,401	1,563

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Project: Inter-generational dialogue between feminists on success and failure

Donor: Women's Fund in Georgia

Period: 1 July 2017 - 30 October 2017

Description	unit	Units	Price	Amount	Expenses in euro	Expenses in gel
1. Honoraria						
1.1 coordinator/assistant (20%)	Honoraria	4	120.00	480.00	480.00	1,281.60
1.2 Researcher	Honoraria	1	900.00	900.00	900.00	2,403.00
1.3 accountant (10%)	salary	4	50.00	200.00	200.00	534.00
Total				1,580.00	1,580.00	4,218.60
2. activities						
2.1 conference 1 (hall, lunch)	conference	2	200.00	400.00	340.30	908.60
2.3 Print research	Publication	300	2.00	600.00	898.88	2,400.00
2.4 Symbolic Awards	Awards	15	14.00	210.00	103.93	277.50
2.5 Final Event (Hall, Food)	awards	1	510.00	510.00	269.66	720.00
2.6 Video filming of the event	video	1	200.00	200.00	304.19	812.19
Total				1,920.00	1,916.96	5,118.29
3. office expenses						
3.1 bank fee		-	-	-	3.03	8.10
total				-	3.03	8.10
total					3,500.00	9,344.99

Union "SAPARI"

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Project: Empowering Women through the Partnership with Business and Civil Society

Donor: Civil Development Agency

Period: 1 May 2017 - 30 July 2017

Description	unit	Units	Price	total	Expenses
1. Salary/honoraria					
1.1.Accountant (10%)	Month	3	50	150	150
1.2. project coordinator (20%)	Month	3	200	600	600
1.3. consultant (100%)	Month	3	700	2,100	2,100
1.4. honoraria of trainers	Month	3	250	750	750
1.5. consultant honoraria	Month	10	250	2,500	2,500
Total				6,100	6,101
2. Services					
2.1. Printing flyers	Flair	1000	0	300	87
2.2. Flair design	Flair	1	150	150	63
2.3. Making video	Video	1	1,500	1,500	941
Total				1,950	1,091
3. Operational Expenses					
3.1. Administrative expenses	Month	3	100	300	177
3.2. Audit	Report	1	100	100	
3.3. Training expenses	Person	30	10	300	292
Total Operational Expenses				700	469
Total				8,750	7,661

Project: Awareness raising on sexual harassment (Camp-Camp)

Donor: PRAGUE CIVIL SOCIETY CENTRE

Period: 03.01.2017-31.05.2017

<i>Union Sapari, Budget for the project in Euros:</i>					
Budget Line	Unit	Unit Number	Unit Cost	Total	Expenses
1 Salaries / Honoraria					
1. Film Director	video	2	500	1,000	1,018
2. Writer	script	2	150	300	300
3. Artist	video	1	300	300	440
Subtotal				1,600	1,758
2. Administrative Expenses					
1. Facebook advertisement	advertisement	20	10	200	137
Subtotal				200	137
3. Preparing Materials					
1. Printing posters	poster	500	0	200	106
Subtotal				200	106
Total				2,000	2,001

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Project: Equality – Effective Implementation of Anti-discrimination Law

Donor: Open Society Georgia Foundation

Project code: EINT/12/16-20405

Period: 15 December 2016 - 15 November 2017

Budget is represented USD							
Description	Unit	Units	Price	Total	Expenses 15.12.2016 - 11.09.2017	Expenses 11.09.2017 - 31.12.2017	Difference 31.12.2017 month
1. Contract honoraria							
1.1. Accountant (25%)	Month	11	150	1,650	1,200	450	0
1.2. Project director (40%)	Month	11	600	6,600	4,799	1,800	1
1.3. 1 lawyer (100%)	Month	11	700	7,700	5,599	2,100	1
1.4. HR manager (40%)	Month	11	300	3,300	2,400	900	0
1.5. Marketing manager (100%)	Month	11	700	7,700	4,899	2,100	701
1.6. Teacher trainers' honoraria	day	4	150	600			600
1.7. Expense of creating a teacher module	Module	1	1,000	1,000			1000
1.8 Training of trainers for schoolchildren	day	3	100	300	300		0
1.9. Researcher honoraria	day	30	100	3,000	1,500	1,400	100
Total				31,850	20,698	8750	2403
2. equipment							
Office (table)	furniture	1	300	300		210	90
Total				300	-	210	90
3. services							
3.1. Print research on mechanisms	research	500	2	750		1,132	-382
3.2. MediaCamp (Video, Informatics, Advertising)	Camp	3	500	1,500	812	367	320
Total				2,250	812	1,500	-62.01
4. operational expenses							
4.1. Administrative costs (utility, communication and other.)	Month	12	130	1,560	1,014	842.82	-297
4.2. coffee-break	Meeting	6	80	480	65		415
4.3. conference hall rent	Rent	1	800	800		393	407
4.4 Court costs (translation, levy)	Work	5	75	375	37	142	196
4.5. Training material for participants	Participant	70	3	210	42		168
4.6. translate cost	Page	70	12	840		600	240
Total expenses				4,265	1,157	2,382	695
Bank fee				30	16	12	2
Total				38,695	22,683	12,449.40	3562.40

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Project: Complex Approach to the Violence against Women and Girls

Donor: East-West Management Institute-PROLoG

Period: 15.05.17-14.05.19

Program Name:	PROLoG
Subaward Ceiling:	99,314
Obligated Ceiling:	53,215

Grantee Name:	Union Sapari
EWMI Grant Number:	G-1388-17-211-3024-20
Grant Period:	05/15/2017-05/14/2019
Reporting Period:	10.01.17-12.31.17

No.	Budget Line Items	Approved Budget			Expenditures in Prior Period from: 05/15/2017- 09/30/2017			Expenditures in this Period from: 10/01/2017-12/31/2017			Expenditures to Date from: 05/15/2017- 12/31/2017			Budget Balance		
		EWMI	Cost Share	TOTAL	EWMI	Cost Share	TOTAL	EWMI	Cost Share	TOTAL	EWMI	Cost Share	TOTAL	EWMI	Cost Share	TOTAL
1	Salaries	84,000	16,800	100,800	15,575	3,100	18,675	10,500	1,600	12,100	26,075	4,700	30,775	57,925	12,100	70,025
2	Rent and Utilities	1,104	1,104	2,208	74		74		336	336			336	1,104	768	1,872
3	Supplies	100	250	350							74		74	26	250	276
4	Equipment	1,700		1,700	1,698		1,698				1,698		1,698	2		2
5	Communications/Postage	480		480										480		480
6	Travel and Per Diem	3,600		3,600	862		862	142		142	1,004		1,004	2,596		2,596
7	Contractual Services	3,800		3,800	1,295		1,295	709		709	2,004		2,004	1,796		1,796
8	Other Direct Costs	4,530		4,530	429		429	34		34	464		464	4,066		4,066
	Total:	99,314	18,154	117,468	19,933	3,100	23,033	11,385	1,936	13,321	31,319	5,036	36,354	67,996	13,118	81,114

Project: Strengthening Early/Child Marriage Prevention in Kvemo Kartli Region of Georgia

Donor: Embassy of the Kingdom of the Netherlands in Tbilisi

Period: 01.07.17-30.11.17

INCOME				€
ITEMS	expenses (GEL)	exchange rate	expenses (EUR)	
Honoraria for drawing comics	3,814	3	1,328	
Printing comics	5,485	3	1,917	
Honoraria for conducting focus group	286	3	100	
bank fee	7	3	3	
SUM	9,592		3,348	
REMAINING BALANCE				140

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Project: Enhancing Women's Political and Economic Empowerment: Deconstruction of Myths

Donor: UNDP

Duration: 12 months

Start date: 16-December-16

End date: 15-December-17

EXPECTED OUTPUT:	PLANNED ACTIVITIES	Year 2016-2017				Expenses USD	Balance USD
		Unit	#of units	Unit rate	Subtotal		
Output 1 The research concerning structural barriers and the stereotypes in the 2017 Elections that limit women's participation. Recommendations for Political Parties / Increasing the awareness of the decision-makers within political parties	1.1. Conducting research	salary of researcher	12	700.00	8,400.00	8,399.34	0.66
	1.2. simultaneous translation of presentation	hour	3	200.00	600.00	191.78	408.22
	1.3. Rent fee for presenting	presentation	1	1,200.00	1,200.00	807.03	392.97
	1.4. translation of research	page	70	12.00	840.00	1,248.50	(408.50)
	1.5. Publishing research	printed study	500	2.00	1,000.00	812.62	187.38
Output 2 The campaign that works for the popularization of the research results					12,040.00	11,459.28	580.72
	2.1. preparing motion videos	video	3	800.00	2,400.00	2,400.00	-
	2.2. prepare infographic	infographic	5	135.00	675.00	754.75	(79.75)
	2.3. Facebook advertisement	ad	8	20.00	160.00	597.14	(437.14)
	2.4. honorarium for marketer	hour	11	220.00	2,420.00	2,019.98	400.02
	2.4. printing brochures	brochure	400	0.50	200.00	40.23	159.77
Output 3					5,855.00	5,812.11	42.89
	3.1. conducting research	salary of researcher	12	700.00	8,400.00	7,724.10	675.90
	3.2. supervision of research	honorarium for consultant	1	3,000.00	3,000.00	2,999.27	0.73
Research on economically empowerment of women and recommendations developed based on findings.	3.3. Printing research	printed study	300	2.00	600.00	962.24	(362.24)
	3.3. simultaneous translation of presentation	hour	2	200.00	400.00	224.46	175.54
	3.4. translation of research	page	70	12.00	840.00	1,020.01	(180.01)

Union S.A.P.A.R.I.
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	3.5. Rent fee for presentation	rent		1	1,200.00	1,200.00	1,355.69	(155.69)
						14,440.00	14,285.76	154.24
MANAGEMENT Direct COSTS-4	4.1.1. Project director (30%)	4.1.1. Project director (30%)		12	600.00	7,200.00	7,199.38	0.62
	4.1.2. project assistant (1005)	4.1.2. project assistant (1005)		12	700.00	8,400.00	8,399.34	0.66
	4.1.3. Communication manager (20%)	4.1.3. Communication manager (20%)		12	200.00	2,400.00	2,159.82	240.18
						18,000.00	17,758.53	241.47
	4.2. TRAVEL							-
	4.2.1. per diem for researcher	day		12	100.00	1,200.00	652.63	547.37
	4.2.2. transportation costs	month		12	100.00	1,200.00	125.46	1,074.54
						2,400.00	778.09	1,621.91
	4.3.1. Office maintenance costs	day		20	10.00	200.00	187.38	12.62
	4.3.2 Communication, internet, other	month		12	100.00	1,200.00	1,000.33	199.67
						1,400.00	1,187.71	212.29
MANAGEMENT Indirect COSTS-5	5.1 Personnel	5.1.1 Financial manager salary		12	120.00	1,440.00	1,439.91	0.09
	5.2 other	5.2.1 Bank fee		1	50.00	50.00	27.59	22.41
	5.3. Financial Audit	5.3.1. audit		1	560.00	560.00	559.94	0.06
	5.4. Admin.costs	5.4.1. Admin.costs		1	656.75	656.75	624.70	32.05
						2,706.75	2,652.14	54.61
Grand Total:						56,841.75	53,933.63	2,908.12

Project: Strengthening Early/Child Marriage Prevention in Kvemo Kartli Region of Georgia

Donor: Administration of the President of Georgia

Period: 13 July 2017 - 30 November 2017

Expenses	Unit price (Gel)	Unit	Units	Sum	budgeted amount (gel)	Expenses (Gel)	Difference
1. administrative personal							
1.2. Project coordinator (50%)	1,200.00	Month	5	6,000.00	6,000.00	6,000.00	--
2 service contracts							
2.2. Honorary Speeches (2 reprints in each school)	100.00	Honoraria	180	18,000.00	18,000.00	18,000.00	--
6. administrative expenses							
Financial audit	250	Report	1	250	250.00	300	(50)
Unforeseen expenses	20.00	Month	5	100.00	100.00	7.32	92.68
Bank fee	10.00	Month	5	50.00	50.00	92.20	(42.20)
Total					24,400		0.48

Project: Strengthening Early/Child Marriage Prevention in Kvemo Kartli Region of Georgia

Donor: UNFPA

Period: 01.07.17-30.11.17

INCOME	ITEMS	36,386.32 Gel expenses (GEL)
Honoraria for trainers (3 days)		2,649.88 Gel
transportation to the training venue		1,250.00 Gel
Training venue (including accommodation, catering, conference facility)		11,517.72 Gel
Staff transportation costs		487.48 Gel
Prizes for winners		1,438.40 Gel
Transportation cost		545.60 Gel
Refreshments for the meeting		669.60 Gel
Printing IEC materials		1,999.47 Gel
Purchase of the Laptop		1,806.75 Gel
staff salary		3,168.61 Gel
staff salary		9,993.33 Gel
Stationary Cost		859.48 Gel
SUM		36,386.32 Gel
REMAINING BALANCE		0

Donor: URGENT ACTION FUND FOR WOMEN'S

Project: Organize women's march

Period: 15 August 2017 – 30 October 2017

Description	Expenses in Gel
2. Activities	1375.2

Entity Accountability Statement

as of December 31, 2017 (In GEL)

Amounts expressed in Georgian Lari

Expenses

Open Society Georgia Foundation	Sexual harassment advocacy and awareness raising	34,234
Women's Fund in Georgia	Inter-generational dialogue between feminists on success and failure	9,345
Embassy of the Kingdom of the Netherlands in Tbilisi	Strengthening Early/Child Marriage Prevention in Kvemo Kartli Region of Georgia	9,592
Civil Development Agency,	Prevention of gender discrimination and development of mechanisms for sexual harassment in corporations	18,261
Open Society Georgia Foundation	Equality – Effective Implementation of Anti-discrimination Law	92,587
PRAGUE CIVIL SOCIETY CENTRE	Awareness raising on sexual harassment (Camp-Camp)	5,171
East-West Management Institute-PROLoG	Complex Approach to the Violence against Women and Girls	76,629
UNDP	Strengthening Early/Child Marriage Prevention in Kvemo Kartli Region of Georgia	36,386
UNDP	Enhancing Women's Political and Economic Empowerment: Deconstruction of Myths	134,852
Urgent Action Fund for Women's Human Rights	Organizing Women's Mars	1,375
Administration of the President of Georgia	Advocacy and awareness raising on early marriage in Kvemo Kartli	24,400
Total:		442,834

Income

Open Society Georgia Foundation	Sexual harassment advocacy and awareness raising	34,234
Women's Fund in Georgia	Inter-generational dialogue between feminists on success and failure	9,345
Embassy of the Kingdom of the Netherlands in Tbilisi	Strengthening Early/Child Marriage Prevention in Kvemo Kartli Region of Georgia	9,595
Civil Development Agency,	Prevention of gender discrimination and development of mechanisms for sexual harassment in corporations	21,066
Open Society Georgia Foundation	Equality – Effective Implementation of Anti-discrimination Law	101,478
PRAGUE CIVIL SOCIETY CENTRE	Awareness raising on sexual harassment (Camp-Camp)	5,171
East-West Management Institute-PROLoG	Complex Approach to the Violence against Women and Girls	78,199
UNDP	Strengthening Early/Child Marriage Prevention in Kvemo Kartli Region of Georgia	36,386
UNDP	Enhancing Women's Political and Economic Empowerment: Deconstruction of Myths	134,852
Urgent Action Fund for Women's Human Rights	Organizing Women's Mars	1,587
Administration of the President of Georgia	Advocacy and awareness raising on early marriage in Kvemo Kartli	24,400
Total:		456,312

Liabilities to Donors

(13,479)

Notes to the Financial Statements

Note 1. General Information

Union "Sapari" is a women's organization established in 2001. The organization was founded to combat domestic and gender based violence. During its existence Sapari has provided legal and rehabilitation services to hundreds of victims.

In 2011 "Sapari" broadened its mandate and since then works on women human rights in general, has gained successful experience in strategic litigation and advocacy on policy level and lobbying for legislative changes. Currently we focus on violence against women, gender discrimination and political empowerment of women.

Sapari focuses on the following major activities:

- Raising public awareness - Sapari organizes public meetings/lectures on different topics in different parts of Georgia. Tries to use different mass-media sources to raise debates and topics on different issues related to gender equality and women's rights.
- Educational activities - Sapari prepares guidelines, publishes informative brochures, and organizes trainings on combating discrimination for lawyers, prosecutors, judges, policemen, teachers, media representatives and other groups of society.
- Litigation - Sapari provides beneficiaries with free legal aid and brings cases before the national courts and international bodies.
- Government monitoring - Prepares shadow reports on implementation of state obligations regarding women's rights and presents them to the public and to the international organizations.
- Drafting and lobbying of legislative changes - Sapari is actively engaged with different stakeholders and tries to put gender equality on the top of their agenda. Sapari has successful experience in drafting legislation in cooperation with Ministry of Justice and the Parliament.
- Rehabilitation of victims - Sapari provides beneficiaries with free psychological consultations and therapy and free assistance of a social worker and medical examinations.
- Women's empowerment - Sapari is actively collaborating with Georgian Women's Movement and engages in campaigning and lobbying for women's political empowerment. Lately, it was actively promoting mandatory quotas for women in Georgian parliament.

Combating early marriage - Sapari works on public awareness raise through publishing information booklets and preparing short videos in Georgian and Azeri language; conducting public meetings/lectures for pupils and school teachers around Georgia.

The Union address is:

11/a, Kantaria St.

0161 Tbilisi, Georgia

In 2017, the entity was implementing various grant projects:

Project	Donor	Period	Total Grant Amount
Open Society Georgia Foundation	Sexual harassment advocacy and awareness raising	1 September 2016 - 30 April 2017	21964 USD
Women's Fund in Georgia	Inter-generational dialogue between feminists on success and failure	1 July 2017 - 30 October 2017	3500 Euro
Embassy of the Kingdom of the Netherlands in Tbilisi	Strengthening Early/Child Marriage Prevention in Kvemo Kartli Region of Georgia	01.07.17-30.11.17	3488 Euro
Civil Development Agency	Prevention of gender discrimination and development of mechanisms for sexual harassment in corporations	1 May 2017 - 30 July 2017	21065.68 GEL
Open Society Georgia Foundation	Equality – Effective Implementation of Anti-discrimination Law	15 December 2016 - 15 November 2017	38695 USD
PRAGUE CIVIL SOCIETY CENTRE	Awareness raising on sexual harassment (Camp-Camp)	03.01.2017-31.05.2017	2000 Euro
East-West Management Institute-PROLoG	Complex Approach to the Violence against Women and Girls	15.05.17-14.05.19	99720 USD
UNFPA	Strengthening Early/Child Marriage Prevention in Kvemo Kartli Region of Georgia	01.07.17-30.11.17	15000 USD
UNDP	Enhancing Women's Political and Economic Empowerment: Deconstruction of Myths	16-December-16 - 15-December-17	56841.75 USD
Urgent Action Fund for Women's Human Rights	Organizing Women's Mars	15 August 2017 - 30 October 2017	650 USD
Administration of the President of Georgia	Advocacy and awareness raising on early marriage in Kvemo Kartli	13 July 2017 - 30 November 2017	24400 GEL

Note 2. Summary of Significant Accounting Policies

Basis of preparation

The financial statements have been prepared in accordance with International Accounting Standards (IAS) and International Financial Reporting Standards (IFRS) on the historical cost basis of accounting. The principal accounting policies adopted are set out below.

The accompanying financial statements have been prepared in the national currency of Georgia – Georgian Lari (GEL), which is the Company's functional currency.

Cash

Cash includes cash balances at the Bank accounts and petty cash.

Revenue and expense recognition

Revenues and expenses are recognised on the accrual basis. Revenue consists of received grants from donors, interest revenues, and other revenues. Recognition of revenue from grants stated proportionally to the implemented expenditures.

Expenses are recognized at the moment of their implementation using accrual basis.

Taxation

The current tax charge is calculated in accordance with the regulations of Georgia. Fund pays income tax, which it withholds from salary. Generally salary is paid from donated grants.

Received donations

In the financial statement grants received from donor organization stated as revenue proportionally to the implemented expenditures, by accrual method. In the Statement of Financial Position grants receivable stated as deferred income. Grants received from donors are accounted by income method.
