



#### AMERICAN CIVIL LIBERTIES UNION FOUNDATION

OF NORTHERN CALIFORNIA, INC. AND

AMERICAN CIVIL LIBERTIES UNION OF NORTHERN CALIFORNIA

CONSOLIDATED FINANCIAL STATEMENTS

MARCH 31, 2018 AND 2017



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Leaf & Cole, LLP

Certified Public Accountants A Partnership of Professional Corporations

### **Independent Auditor's Report**

To the Boards of Directors American Civil Liberties Union Foundation of Northern California, Inc. and American Civil Liberties Union of Northern California

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

We have audited the accompanying consolidated financial statements of American Civil Liberties Union Foundation of Northern California, Inc. and American Civil Liberties Union of Northern California, which comprise the consolidated statements of financial position as of March 31, 2018 and 2017, and the related consolidated statements of activities 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 for each entity (collectively "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 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 consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to each entity's preparation and fair presentation of the consolidated 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 each entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by Management, as well as evaluating the overall presentation of the consolidated financial statements.

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

To the Boards of Directors American Civil Liberties Union Foundation of Northern California, Inc. and American Civil Liberties Union of Northern California Page 2

### **Opinion**

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position of American Civil Liberties Union Foundation of Northern California, Inc. and American Civil Liberties Union of Northern California as of March 31, 2018 and 2017, and the changes in their net assets and their cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

#### Other Matter

Our audits were conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The accompanying supplementary information on pages 20 to 27 is presented for purposes of additional analysis and is not a required part of the consolidated financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the consolidated financial statements. The information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the consolidated financial statements as a whole.

Leafacole LLP

San Diego, California November 19, 2018

### **ASSETS**

		<u>2018</u>		<u>2017</u>
<b><u>Current Assets</u></b> : (Notes 2, 3, 4, 5, 6 and 7)				
Cash and cash equivalents	\$	20,584,041	\$	14,351,154
Investments		7,302,863		6,637,351
Accounts receivable		163,505		80,388
Contributions receivable		2,102,497		1,967,287
Due from American Civil Liberties Union				
Foundation, Inc. (National Foundation)		6,521,259		7,350,326
Due from American Civil Liberties Union, Inc. (National Union)		2,028,342		1,153,773
Prepaid expenses	_	212,772	_	60,341
Total Current Assets		38,915,279	_	31,600,620
Noncurrent Assets: (Notes 2, 3, 5, 8 and 9)				
Contributions receivable, net		931,933		1,496,215
Deposits		27,607		9,709
Property and equipment, net		8,251,491		8,476,825
Beneficial interest in endowment funds		4,995,741		4,768,238
Total Noncurrent Assets	-	14,206,772	_	14,750,987
TOTAL ASSETS	\$	53,122,051	\$	46,351,607
LIABILITIES AND NET ASSETS	=		-	
Current Liabilities: (Notes 2 and 6)				
Accounts payable and accrued expenses	\$	2,608,818	\$	3,297,398
Deferred revenue	Ψ	10,584	Ψ	42,473
Deposits		25,299		27,075
Due to National Foundation		901,249		817,393
Total Current Liabilities	-	3,545,950	-	4,184,339
Noncurrent liabilities: (Note 6)	-		_	, - ,
		150,000		
Grant payable  Due to National Foundation		485,000		- 776 667
Total Noncurrent Liabilities	-	635,000	_	776,667
	-		-	
Total Liabilities	_	4,180,950	_	4,961,006
<u>Commitments</u> (Note 13)				
Net Assets: (Notes 2, 10, 11 and 12)				
Unrestricted:				
Undesignated		15,029,883		11,162,788
Board designated		17,984,852		13,474,094
Property and equipment		8,251,491		8,476,825
Total Unrestricted	-	41,266,226	_	33,113,707
Temporarily restricted		2,679,134		3,508,656
Permanently restricted		4,995,741		4,768,238
Total Net Assets	_	48,941,101	_	41,390,601
TOTAL LIABILITIES AND NET ASSETS	\$	53,122,051	\$	46,351,607
	=		=	

The accompanying notes are an integral part of the consolidated financial statements.

## AMERICAN CIVIL LIBERTIES UNION FOUNDATION OF NORTHERN CALIFORNIA, INC. AND AMERICAN CIVIL LIBERTIES UNION OF NORTHERN CALIFORNIA CONSOLIDATED STATEMENTS OF ACTIVITIES FOR THE YEARS ENDED MARCH 31, 2018 AND 2017

		20	18			20	17	
		Temporarily	Permanently			Temporarily	Permanently	
	Unrestricted	Restricted	Restricted	Total	Unrestricted	Restricted	Restricted	Total
<b>Support and Revenues:</b>				_		_		
Contributions	, , ,	\$ 999,725	\$ 2,000	\$ 15,856,348	Ψ 10,027,71.	\$ 5,252,226	\$ 3,750	\$ 20,883,890
In-kind contributed services	9,800,534	-	-	9,800,534	9,684,660	-	-	9,684,660
Membership income	5,284,344	-	-	5,284,344	3,091,558	-	-	3,091,558
Legal awards	902,642	-	-	902,642	1,002,571	-	-	1,002,571
Other income	592,456	-	-	592,456	580,227	-	-	580,227
Investment income	767,719	-	414,812	1,182,531	421,249	-	383,675	804,924
Net assets released from restrictions	2,018,556	(1,829,247)	(189,309)		4,951,930	(4,767,053)	(184,877)	
Total Support and Revenues	34,220,874	(829,522)	227,503	33,618,855	35,360,109	485,173	202,548	36,047,830
Expenses:								
Program Services:								
Program services	22,261,091			22,261,091	21,340,024			21,340,024
<b>Supporting Services:</b>								
Management and general	2,255,311	-	-	2,255,311	2,413,567	-	-	2,413,567
Fundraising	1,551,953			1,551,953	1,399,139			1,399,139
<b>Total Supporting Services</b>	3,807,264	_	_	3,807,264	3,812,706	-	-	3,812,706
Total Expenses	26,068,355	_	_	26,068,355	25,152,730		_	25,152,730
Change in Net Assets	8,152,519	(829,522)	227,503	7,550,500	10,207,379	485,173	202,548	10,895,100
Net Assets at Beginning of the Year	33,113,707	3,508,656	4,768,238	41,390,601	22,906,328	3,023,483	4,565,690	30,495,501
NET ASSETS AT END OF YEAR	\$ 41,266,226	\$ 2,679,134	\$ 4,995,741	\$ 48,941,101	\$ 33,113,707	\$ 3,508,656	\$ 4,768,238	\$ 41,390,601

The accompanying notes are an integral part of the consolidated financial statements.

# AMERICAN CIVIL LIBERTIES UNION FOUNDATION OF NORTHERN CALIFORNIA, INC. AND AMERICAN CIVIL LIBERTIES UNION OF NORTHERN CALIFORNIA CONSOLIDATED STATEMENTS OF CASH FLOWS FOR THE YEARS ENDED MARCH 31, 2018 AND 2017

		<u>2018</u>		<u>2017</u>
<b>Cash Flows From Operating Activities:</b>				
Change in net assets	\$	7,550,500	\$	10,895,100
Adjustments to reconcile change in net assets to				
net cash provided by operating activities:				
Depreciation		358,834		335,914
Loss of disposal of property and equipment		-		14,134
Realized and unrealized gains on investments		(625,546)		(317,796)
Permanently restricted contributions		(2,000)		(3,750)
Permanently restricted investment gains		(414,812)		(383,675)
Permanently restricted distributions		189,309		184,877
(Increase) Decrease in:				
Accounts receivable		(83,117)		14,032
Contributions receivable, net		429,072		406,926
Due from National Foundation		829,067		(5,910,728)
Due from National Union		(874,569)		(599,186)
Prepaid expenses		(152,431)		2,612
Deposits		(17,898)		(772)
Increase (Decrease) in:				
Accounts payable and accrued expenses		(688,580)		2,678,678
Deferred revenue		(31,889)		32,473
Due to National Foundation		(207,811)		(344,336)
Deposits		(1,776)		-
Grant payable		150,000		-
Net Cash Provided by Operating Activities		6,406,353	-	7,004,503
Cash Flows From Investing Activities:				
Investment purchases and sales, net		(39,966)		1,367,629
Purchases of property and equipment		(133,500)		(31,208)
Change in beneficial interests in endowment funds, net		(227,503)		(202,548)
Net Cash (Used in) Provided by Investing Activities		(400,969)		1,133,873
Cash Flows From Financing Activities:				
Permanently restricted contributions		2,000		3,750
Permanently restricted investment gains		414,812		383,675
Permanently restricted distributions		(189,309)		(184,877)
Net Cash Provided by Financing Activities		227,503	-	202,548
Net Increase in Cash and Cash Equivalents		6,232,887		8,340,924
Cash and Cash Equivalents at Beginning of Year	_	14,351,154	-	6,010,230
CASH AND CASH EQUIVALENTS AT END OF YEAR	\$_	20,584,041	\$	14,351,154

The accompanying notes are an integral part of the consolidated financial statements.

### **Note 1 - Organizations:**

The consolidated financial statements include the following entities:

### American Civil Liberties Union Foundation of Northern California, Inc.

American Civil Liberties Union Foundation of Northern California, Inc. (the "Foundation") is a California Nonprofit Corporation (tax-exempt under Internal Revenue Code 26 U.S.C. Section 501(c)(3). The Foundation employs litigation, policy advocacy, public education, organizing, and communications to protect and promote a broad range of civil liberties and civil rights. Acting on the firm belief that liberty must be protected for everyone if it is to be enjoyed by anyone, the Foundation works to defend the rights of all.

Known for its legal activities and litigation to preserve constitutional rights, the Foundation also engages in policy work to advance justice, equality and freedom. The Foundation participates in public forums, interacts with the media, and engages in public education efforts. It also engages in partnerships with cooperating attorneys, community leaders and community-based organizations. The ambitious legal docket includes more than 50 cases at any one time addressing a wide range of constitutional issues, such as the freedom of expression, the right to privacy, the right to due process and equal protection under the law. It advances those principles with a concentration on the following areas of law: educational equity, criminal justice, police practices, reproductive rights and gender equity, LGBT equality, technology and civil liberties, voting rights, and immigrants' rights. It advances a cross-cutting commitment to racial justice across many of these issues, programs and strategies.

The Foundation is headquartered in San Francisco and does its work throughout the Northern and Central California regions stretching from Tulare and Monterey counties in the south to the Oregon border in the north. The Foundation has made a long-term commitment to California's Central Valley, and operates an office in Fresno to serve the Central Valley and a new office in Sacramento to serve the Sacramento Metro region and nearby counties.

### American Civil Liberties Union of Northern California, Inc.

The American Civil Liberties Union of Northern California, Inc. (the "Union") is a California Nonprofit Corporation (tax-exempt under Internal Revenue Code 26 U.S.C. Section 501(c)(4)). Concerned people came together to form the ACLU of Northern California in 1934 to serve as an enduring guardian and advocate for constitutional rights.

Unlike the Foundation, the Union does not have a litigation program or legal docket; however, it works across a similar range of issues as the Foundation. The Union employs legislative advocacy, policy advocacy, public education, organizing, and communications to protect and promote a broad range of civil liberties and civil rights. It maintains programs for activist and community engagement, including volunteer-based chapters throughout the region.

The Union houses the Center for Advocacy and Policy in Sacramento (the "Center"), which is a program jointly supported by the Union, the American Civil Liberties Union of Southern California, Inc., and the American Civil Liberties Union of San Diego and Imperial Counties, Inc.—all 501(c)(4) entities. Center staff provide analysis and advocacy on behalf of civil liberties and civil rights before the California legislature and state agencies. They also educate the public through the media, and support California residents, ACLU members and partner organizations to have a greater voice in their state government in support of civil liberties and civil rights.

### **Note 2 - Significant Accounting Policies:**

#### **Consolidated Financial Statements**

The consolidated financial statements include the accounts of Foundation and Union, which are collectively referred to as the "Organizations". All material intercompany transactions have been eliminated in consolidation.

### **Accounting Method**

The consolidated financial statements of the Organizations have been prepared on the accrual basis of accounting which is in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP) and, accordingly, reflect all significant receivables, payables, and other liabilities.

### **Financial Statement Presentation**

The consolidated financial statements present information regarding the financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets and permanently restricted net assets.

- Unrestricted net assets Net assets not subject to donor-imposed stipulations.
- Temporarily restricted net assets Net assets subject to donor-imposed stipulations that will be met by
  actions of the Organizations and/or the passage of time. When a donor stipulated time restriction ends,
  or a purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted
  net assets and reported in the statement of activities as net assets released from restrictions.
- Permanently restricted net assets Net assets subject to donor-imposed stipulations requiring that they
  be maintained permanently by the Organizations. The income from these assets is available for either
  general operations or specific programs as specified by the donor.

The FASB has issued reporting standards for endowments of not-for-profit organizations subject to an enacted version of the Uniform Prudent Management of Institutional Funds Act (UPMIFA), and enhanced disclosures for all endowment funds. The standards provide guidance on classifying the net assets associated with donor-restricted endowment funds held by organizations that are subject to an enacted version of UPMIFA, which serves as a model act for states to modernize their laws governing donor-restricted endowment funds. The standards also require additional disclosures about endowments (both donor-restricted funds and board-designated funds) to enable users of financial statements to understand the net asset classification, net asset composition, changes in net asset composition, spending policies, and related investment policies of its endowment funds.

### **Estimates**

The preparation of consolidated financial statements in conformity with accounting principles generally accepted in the United States of America requires management of each the Union and Foundation ("Management") to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

## **Note 2 - Significant Accounting Policies:(Continued)**

### Risks and Uncertainties

The Organizations invest in various types of investment securities which are exposed to various risks, such as interest rate, market, and credit risks. Due to the level of risk associated with certain investment securities, it is at least reasonably possible that changes in the values of investment securities will occur in the near term and such changes could materially affect the amounts reported in the consolidated statement of financial position.

### Fair Value Measurements

Fair value accounting standards define fair value, establish a framework for measuring fair value, outline a fair value hierarchy based on inputs used to measure fair value and enhance disclosure requirements for fair value measurements. The fair value hierarchy distinguishes between market participant assumptions based on market data obtained from sources independent of the reporting entity (observable inputs that are classified within Level 1 or 2 of the hierarchy) and each reporting entity's own assumptions about market participant assumptions (unobservable inputs classified within Level 3 of the hierarchy).

- Level 1 inputs are quoted prices in active markets for identical investments that the Organizations has the ability to access at the measurement date.
- Level 2 inputs are inputs other than quoted prices included within Level 1 that are observable for the investment, either directly or indirectly.
- Level 3 inputs are unobservable inputs for the investment.

The Organizations' consolidated statements of financial position include the following financial instruments that are required to be measured at fair value on a recurring basis:

- Investments in equities/common stock, mutual funds and real estate investment trust are considered Level 1 assets and are reported at fair value based on quoted prices in active markets for identical assets at the measurement date.
- Investments in U.S. Agency notes, and corporate bonds are considered Level 2 assets and are reported at fair value based on quoted prices in active markets for similar assets at the measurement date.
- Beneficial interest in endowment funds held at the Endowment of the American Civil Liberties Union Foundation, Inc. ("National Foundation") are considered a Level 3 asset and is reported at the fair value of the underlying assets as provided by the National Foundation (Note 9).

#### **Allowance for Doubtful Accounts**

Bad debts are recognized on the allowance method based on historical experience and management's evaluation of outstanding receivables. Management believes that all accounts receivable and contributions receivable were fully collectible; therefore, no allowance for doubtful accounts receivable and contributions receivable was recorded at March 31, 2018 and 2017.

## **Note 2 - Significant Accounting Policies:**(Continued)

#### **Capitalization and Depreciation**

The Organizations capitalize all expenditures in excess of \$5,000 for property and equipment at cost, while donations of property and equipment are recorded at their estimated fair values. Such donations are reported as unrestricted unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted. Absent donor stipulations regarding how long those donated assets must be maintained, The Organizations report expirations of donor restrictions when the donated or acquired assets are placed in service as instructed by the donor. The Organizations reclassify temporarily restricted net assets to unrestricted net assets at that time. Property and equipment are depreciated using the straight-line method over the estimated useful asset lives as follows:

Building and improvements	30 - 35 years
Equipment	5 years
Furniture and fixtures	5 years
Website and software	1 - 3 years

Depreciation totaled \$358,834 and \$335,914 for the years ended March 31, 2018 and 2017, respectively.

Maintenance, repairs and minor renewals are charged to operations as incurred. Upon sale or disposition of property and equipment, the asset account is relieved of the cost and the accumulated depreciation account is charged with depreciation taken prior to the sale and any resultant gain or loss is credited or charged to earnings.

### **Impairment of Real Estate**

The Organizations review their investments in real estate for impairment whenever events and changes in circumstances indicate that the carrying value of such property may not be recoverable. Recoverability is measured by a comparison of the carrying amount of the real estate to the estimated proceeds from the eventual disposition of the real estate. If the real estate is considered to be impaired, the impairment to be recognized is measured at the amount by which the carrying amount of real estate exceeds the fair value of such property. There were no impairment losses recognized in 2018 and 2017.

#### **Compensated Absences**

Accumulated unpaid vacation totaling \$528,089 and \$457,497 at March 31, 2018 and 2017, respectively, is accrued when incurred and included in accounts payable and accrued expenses.

## **Note 2 - Significant Accounting Policies:(Continued)**

#### **Revenue Recognition**

#### **Contributions**

Contributions are recognized when the donor makes a promise to give in writing to the Organizations that is in substance, unconditional. Conditional promises to give are not recognized until they become unconditional, that is, when the conditions on which they depend are substantially met. Contributions are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence or nature of any donor restrictions. All donor-restricted support is reported as an increase in temporarily restricted net assets. When the stipulated time restriction ends, or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets. Contributions to be received in future periods are discounted at an appropriate discount rate. Amortization of discounts is recorded as additional contribution revenue in accordance with donor-imposed restrictions, if any, on the contributions.

#### **Grant Revenue**

Grant revenue is recognized in the period in which the related work is performed in accordance with the terms of the grant. Grants receivable are recorded when revenue earned under a grant exceeds the cash received. Deferred revenue is recorded when cash received under a grant exceeds the revenue earned. Deferred revenue from grants totaled \$-0- and \$41,833 at March 31, 2018 and 2017, respectively.

#### **Attorney Fees Awarded**

The Foundation may receive attorney fees awarded by the court as a result of the settlement of certain types of litigation. Because awards are not determinable until resolution of the litigation, such amounts are not recorded until a settlement has been reached and an amount has been determined. This may be several years after litigation began. Moreover, attorney's fees received in any given year may reflect awards arising from several cases over a period of many years.

#### **Donated Services**

The Organizations utilize the services of many volunteers throughout the year. This contribution of services by the volunteers is not recognized in the consolidated financial statements unless the services received (a) create or enhance nonfinancial assets or (b) require specialized skills which are provided by individuals possessing those skills and would typically need to be purchased if not provided by donation. The donated legal services totaled \$9,800,534 and \$9,684,660 for the years ended March 31, 2018 and 2017, respectively.

## **Note 2 - Significant Accounting Policies:(Continued)**

#### **Allocated Expenses**

The Organizations allocate their expenses on a functional basis among its various programs and supporting services. Expenditures which can be identified with a specific program or support services are allocated directly, according to their natural expenditure classification. Costs that are common to several functions are allocated among the program and supporting services on the basis of time records, space utilized, and estimates made by the Organizations' Management. Fundraising costs do not include the substantial fundraising costs incurred by National Foundation they have and American Civil Liberties Union, Inc. ("National Union").

### **Income Taxes**

Foundation is a public charity and is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code and Section 23701(d) of the California Revenue and Taxation Code. Union is a civic league and is exempt from income taxes under Section 501(c)(4) of the Internal Revenue Code and Section 23701(f) of the California Revenue and Taxation Code. The Organizations believe that they have appropriate support for any tax positions taken, and as such, does not have any uncertain tax positions that are material to the financial statements. The Foundation and Union are not private foundations.

The Foundation's and Union's Return of Organization Exempt from Income Tax for the years ended March 31, 2018, 2017, 2016, and 2015 are subject to examination by the Internal Revenue Service and State taxing authorities, generally three to four years after the returns were filed.

#### **Concentration of Credit Risk**

The Organizations maintain their cash in bank accounts and brokerage accounts which, at times, may exceed federally insured limits. The Organizations have not experienced any losses in such accounts. The Organizations believe they are not exposed to any significant credit risk on cash and cash equivalents.

#### **Cash and Cash Equivalents**

For purposes of the consolidated statements of cash flows, the Organizations consider all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents. Certificates of deposits that may be redeemed without a significant penalty are considered cash and cash equivalents regardless of the maturity. The following is a composition of the combined amounts appearing in the consolidated statements of cash flows at March 31:

	<u>2018</u>	<u>2017</u>
Cash and money market funds	\$ 13,210,586	\$ 14,351,154
Certificates of deposit	7,373,455	
Total Cash and Cash Equivalents	\$ 20,584,041	\$ 14,351,154

Certificates of deposit included in cash and cash equivalents bear interest at rates ranging from 1.457% to 2.761% and mature through August 2020.

## **Note 2 - Significant Accounting Policies:**(Continued)

## **Subsequent Events**

In preparing these consolidated financial statements, the Organizations have evaluated events and transactions for potential recognition or disclosure through November 19, 2018, the date the consolidated financial statements were available to be issued.

### **Note 3 - Fair Value Measurements:**

The following table summarizes investments measured at fair value by classification within the fair value hierarchy at March 31:

	2018							
		uoted Prices		Significant				_
		in Active		Other		Significant		
		Markets for		Observable	Ţ	Jnobservable		
	Id	entical Assets		Inputs		Inputs		Balance at
		(Level 1)	_	(Level 2)		(Level 3)	N	Iarch 31, 2018
Equities/Common stock:								
Domestic	\$	3,802,109	\$	-	\$	-	\$	3,802,109
International		994,429		-		-		994,429
Mutual funds		426,062		-		-		426,062
Real estate investment trust		79,460		-		-		79,460
Corporate bonds		1,360,947		-		-		1,360,947
U.S. agency notes		639,856		-		-		639,856
Beneficial interests in								
endowment funds (Note 9)			_			4,995,741		4,995,741
	\$	7,302,863	\$	<u> </u>	\$	4,995,741	\$	12,298,604

	2017							
Quoted Prices in Active Markets for Identical Assets (Level 1)		in Active Markets for entical Assets	Significant Other Observable Inputs (Level 2)		Significant Unobservable Inputs (Level 3)		Balance at March 31, 2017	
Equities/Common stock:								
Domestic	\$	3,682,646	\$	-	\$	-	\$	3,682,646
International		545,871		-		-		545,871
Mutual funds		347,086		-		-		347,086
Real estate investment trust		77,100		-		-		77,100
Corporate bonds		-		1,234,766		-		1,234,766
U.S. agency notes		-		749,882		-		749,882
Beneficial interests in								
endowment funds (Note 9)		-		-		4,768,238		4,768,238
	\$	4,652,703	\$	1,984,648	\$	4,768,238	\$	11,405,589

The reconciliation for financial instruments measured at fair value on a recurring basis as significant unobservable inputs (Level 3) are included in Note 9 as indicated above.

## **Note 3 - Fair Value Measurements: (Continued)**

Mutual funds

Real estate investment trust

**Total Investments** 

The following table represents the Level 3 financial instruments of the Foundation, the valuation techniques used to measure the fair value of those financial instruments, and the significant unobservable inputs and the range of values for those inputs for the years ended March 31:

		2018		
		Principal		Significant
		Valuation	Unobservable	Input
Instrument	Fair Value	Technique	Inputs	Values
Beneficial interest in endowment funds	\$ 4,995,741	Valuation of underlying assets as provided by National Foundation	Base price	N/A
		2017		
		Principal		Significant
<b>.</b>		Valuation	Unobservable	Input
Instrument	Fair Value	Technique	Inputs	Values
Beneficial interest in endowment funds	\$ 4,768,238	Valuation of underlying assets as provided by National Foundation	Base price	N/A
te 4 - Investments:				
estments consist of the	e following at Ma	arch 31:		
			<u>2018</u>	<u>2017</u>
Equities/Common sto	ock	\$ 4	1,796,538 \$	4,228,517
Corporate bonds		·	,360,947	1,234,766
U.S. agency notes		•	639,856	749,882
c.s. agency notes			000,000	7 12,502

The following schedule summarizes the investment income for the years ended March 31:

	2018					
			I	Permanently		
	<u></u>	<u>Jnrestricted</u>		Restricted		Total
Interest and dividend income	\$	185,470	\$	114,815	\$	300,285
Realized and unrealized gains		625,546		356,126		981,672
Investment fees		(43,297)		(56,129)		(99,426)
Investment Income, Net	\$	767,719	\$	414,812	\$	1,182,531

426,062

7,302,863

79,460

347,086

6,637,351

77,100

### **Note 4 - Investments: (Continued)**

	2017					
			]	Permanently		
	1	Unrestricted	_	Restricted		Total
Interest and dividend income	\$	134,831	\$	108,898	\$	243,729
Realized and unrealized gains		317,796		328,382		646,178
Investment fees		(31,378)		(53,605)		(84,983)
Investment Income, Net	\$	421,249	\$	383,675	\$	804,924

#### **Note 5 - Contributions Receivable:**

Contributions receivable consist of the following at March 31:

Comments	<u>2018</u>		<u>2017</u>
Current:  Due in less than one year	\$ 2,102,497	\$	1,967,287
Due in 1888 than one year	Ψ_2,102,157	Ψ.	1,507,207
Noncurrent:			
Due in one to five years	970,000		1,553,334
Less: Discounts to present value	(38,067)	_	(57,119)
Total Noncurrent, Net	931,933		1,496,215
Total Contributions Receivable, Net	\$ 3,034,430	\$	3,463,502

The contributions receivable have been discounted to their present value using a discount rate of 3% at March 31, 2018 and 2017.

### Note 6 - American Civil Liberties Union Foundation, Inc.:

Foundation has entered into an agreement with National Foundation whereby certain revenues are shared according to a set formula. Revenues subject to this agreement include unrestricted contributions and certain restricted contributions. Foundation also shares in certain funds which are raised nationally. Foundation also shares certain fundraising and administrative costs associated with pooled endowment investment funds administered through National Foundation (See Note 7). National Foundation's share of Foundation revenue sharing totaled \$6,504,355 and \$8,569,816 for the years ended March 31, 2018 and 2017, respectively. Receivables due from National Foundation totaled \$6,504,355 and \$7,156,257 at March 31, 2018 and 2017, respectively. Payables due to National Foundation related to revenue sharing on contributions receivable totaled \$1,386,249 and \$1,594,060 at March 31, 2018 and 2017, respectively.

## Note 7 - American Civil Liberties Union, Inc.:

Union has entered into an agreement with National Union whereby certain revenues are shared according to a set formula. Revenues subject to this agreement include certain membership dues and renewals, special appeals and bequests. The National Union pays the cost of membership acquisition and renewal, which are not shown as an expense of the Union. As a result, the Union does not incur significant costs for fundraising. Union's share of National Union membership income totaled \$5,284,344 and \$3,091,558 for membership dues for the years ended March 31, 2018 and 2017, respectively. Union's share of National Union special appeals and bequests totaled \$2,174,524 and \$632,198 for the years ended March 31, 2018 and 2017, respectively. Receivables due from National Union totaled \$2,028,342 and \$1,153,773 at March 31, 2018 and 2017, respectively.

#### **Note 8 - Property and Equipment:**

Property and equipment consist of the following at March 31:

	<u>2018</u>		<u>2017</u>
Building and improvements	\$ 11,070,142	\$	11,065,142
Furniture and fixtures	555,284		555,284
Equipment	62,034		57,034
Website and software	123,500		-
Subtotal	11,810,960	_	11,677,460
Less: Accumulated depreciation	(3,559,469)		(3,200,635)
Property and Equipment, Net	\$ 8,251,491	\$	8,476,825

#### **Note 9 - Beneficial Interest in Endowment Funds:**

Foundation has a beneficial interest in endowment funds held by National Foundation, which are invested in the pooled investments held by State Street Bank & Trust ("Custodian"). The beneficial interest in endowment funds held by National Foundation's Endowment is invested in a portfolio of mutual funds and exchange traded funds, which is structured for long-term total return consisting of 65.8% domestic and international equities, 33.8% fixed income and .4% cash and cash equivalents. These funds are classified as permanently restricted as they must be maintained in perpetuity. Foundation pays a portion of the investment fees charged by the Custodian.

The activity of the beneficial interest in endowment funds held by National Foundation's Endowment consisted of the following for the years ended March 31:

	<u>2018</u>	<u>2017</u>
Balance at Beginning of Year	\$ 4,768,238	\$ 4,565,690
Contributions	2,000	3,750
Investment gains	470,941	437,280
Investment fees	(56,129)	(53,605)
Distributions	 (189,309)	 (184,877)
Balance at End of Year	\$ 4,995,741	\$ 4,768,238

## **Note 10 - Board Designated Funds:**

Under a policy established by the Board of Directors, the Organizations have set aside certain funds for specific projects and expenditures. The following is a summary of the board designated funds at March 31:

	<u>2018</u>	<u>2017</u>
Sustainability and impact funds Centennial campaign	\$ 5,183,27 5,733,46	
Attorney fees	3,490,84	, ,
Accumulated earnings: Advocacy funds	600,72	,
Ballot initiative advocacy funds Building fund	1,705,72 1,000,00	* *
Chapter funds	270,82	0 276,724
Total Board Designated Funds	\$ <u>17,984,85</u>	2 \$ 13,474,094

### **Note 11 - Temporarily Restricted Net Assets:**

Temporarily restricted net assets consist of the following at March 31:

		<u>2018</u>		<u>2017</u>
Criminal justice	\$	402,634	\$	402,634
First amendment rights		231,493		231,493
AIDS related and gay/lesbian rights		168,286		143,286
Legal intern	_	4,177	_	5,977
Total Bequests	_	806,590	_	783,390
Contributions receivable, net		1,348,181		1,536,941
Reproductive rights		195,942		195,154
Immigrants' rights		159,447		241,275
Bail reform		71,866		125,884
Criminal justice		56,211		250,000
LGBTI		34,023		16,248
Communications capacity building		6,874		59,374
Education equity		-		177,613
Technology and civil liberties project		-		87,980
Voting rights	_	_		34,797
Total Temporarily Restricted Net Assets	\$	2,679,134	\$	3,508,656

Temporarily restricted net assets in the amount of \$1,829,247 and \$4,767,053 were released from donor restrictions by incurring expenses related to various special projects as specified by donors for the years ended March 31, 2018 and 2017, respectively.

### **Note 12 - Endowment Net Assets:**

The endowment funds of Foundation are held by National Foundation. Foundation's endowment consists of individual funds established for a variety of purposes. As required by generally accepted accounting principles, net assets associated with endowment funds are classified and reported based on the existence of donor-imposed restrictions.

The Board of Directors of Foundation has interpreted the enacted version of UPMIFA as requiring the preservation of the fair value of the original gift as of the gift date of the donor-restricted endowment funds absent explicit donor stipulations to the contrary. As a result of this interpretation, Foundation classifies as permanently restricted net assets (1) the original value of gifts donated to the permanent endowment (2) the original value of subsequent gifts donated to the permanent endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund. The remaining portion of the donor-restricted endowment fund that is not classified in permanently restricted net assets is classified as temporarily restricted net assets until those amounts are appropriated for expenditure by Foundation in a manner consistent with the standard of prudence prescribed by UPMIFA.

In accordance with UPMIFA, Foundation considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

- The duration and preservation of the fund
- The purpose of Foundation and the donor-restricted endowment fund
- General economic conditions
- The possible effect of inflation and deflation
- The expected total return from income and the appreciation of investments
- Other resources of Foundation
- The investment policies of Foundation

From time to time, the fair value of the assets associated with individual donor-restricted endowment funds may fall below the level that the donor or UPMIFA requires Foundation to retain as a fund of perpetual duration. There were no such deficiencies at March 31, 2018 and 2017.

National Foundation has adopted investment and spending policies for endowment funds that:

- Protect the invested assets
- Preserve spending capacity of the fund income
- Maintain a diversified portfolio of assets that meet investment return objectives while keeping risk at a level commensurate with that of the median fund in comparable foundations
- Comply with applicable laws

Foundation's endowment funds held by National Foundation are invested in the pooled investments held by Custodian. National Foundation established this pooled investment fund in order to provide diversified investments for all 501(c) (3) affiliates of the National Foundation, including the Foundation. National Foundation's spending policy is to disburse a maximum of 4% annually.

## Note 12 - Endowment Net Assets: (Continued)

Endowment composition by type of fund at March 31:

	<u>2018</u>	<u>2017</u>
Beneficial Interest in Donor-Restricted Endowment Funds:		
Trust for the Bill of Rights	\$ 3,112,838	\$ 2,972,251

Trust for the Bill of Rights	\$ 3,112,838	\$ 2,972,251
Howard A. Friedman Endowment	1,643,195	1,568,983
Henry Sinton Fund Freedom of Expression	36,284	34,645
Ehrlich Emerging Issues Fund	38,557	36,816
Cheri Bryant Building Sustainability Endowment	164,867	155,543
Total Beneficial Interest in Donor-Restricted Endowment Funds	\$ 4,995,741	\$ 4,768,238

2010

Changes in endowment net assets for the years ended March 31:

		<u>2018</u>	<u>2017</u>
Balance at Beginning of Year	\$	4,768,238	\$ 4,565,690
Contributions		2,000	3,750
Investment return:			
Interest and dividend income		114,815	108,898
Net realized and unrealized gains		356,126	328,382
Investment Fees	_	(56,129)	(53,605)
Total Investment Return		414,812	383,675
Distributions		(189,309)	(184,877)
Balance at End of Year	\$	4,995,741	\$ 4,768,238

#### **Note 13 - Commitments:**

#### **Retirement Plans**

The Foundation and Union participate in National Union's multi-employer defined benefit pension plan (Plan No. 001 and EIN: 13-3871360) (the "Plan") which was frozen effective April 1, 2009. Accordingly, no new participants have been added to the defined benefit plan census. National Union completed an actuarial valuation of the funded status of the Plan which estimates that the Plan is 74% funded at March 31, 2018. The net periodic pension cost is determined at the national level and the Organizations fund their proportional share of the funding normal cost for the plan year ending within the fiscal year. Pension expense totaled \$295,771 and \$337,268 for the years ended March 31, 2018 and 2017, respectively.

The Foundation and Union also participate in National Union's multi-employer defined contribution plan (the "Contribution Plan"). The employees of the Organizations who meet the eligibility criteria may participate in the Contribution Plan. The Organizations contribute 2% and make a matching contribution of up to 3.5% based on employee contribution percentages. Pension expense totaled \$217,725 and \$145,611 for the years ended March 31, 2018 and 2017, respectively.

## **Note 13 - Commitments: (Continued)**

### **Operating Lease**

The Organizations lease office space under lease agreements expiring through February 2023. Rent expense under these leases totaled \$100,565 and \$87,486 for the years ended March 31, 2018 and 2017, respectively.

The following is a schedule of future minimum lease payments under the lease:

Years Ended March 31		
2019	\$	224,040
2020		225,700
2021		228,024
2022		228,024
2023		175,894
Total	\$ <u></u>	1,081,682

## AMERICAN CIVIL LIBERTIES UNION FOUNDATION OF NORTHERN CALIFORNIA, INC. AND AMERICAN CIVIL LIBERTIES UNION OF NORTHERN CALIFORNIA SUPPLEMENTARY CONSOLIDATING SCHEDULE OF FINANCIAL POSITION MARCH 31, 2018

A	SSET	S

	]	Foundation		Union	E	liminations	_(	Consolidated
<b>Current Assets:</b>								
Cash and cash equivalents	\$	12,467,656	\$	8,116,385	\$	-	\$	20,584,041
Investments		7,302,863		-		-		7,302,863
Accounts receivable		137,508		25,997		-		163,505
Contributions receivable		2,102,497		-		-		2,102,497
Due from National Foundation		6,521,259		-		-		6,521,259
Due from National Union		-		2,028,342		-		2,028,342
Due from Foundation		-		218,613		(218,613)		-
Prepaid expenses	_	186,504	_	26,268		_	_	212,772
Total Current Assets	_	28,718,287	-	10,415,605	_	(218,613)	_	38,915,279
Noncurrent Assets:								
Contributions receivable, net		931,933		-		-		931,933
Deposits		19,657		7,950		-		27,607
Property and equipment, net		8,187,791		63,700		-		8,251,491
Beneficial interests in endowment funds	_	4,995,741		-			_	4,995,741
Total Noncurrent Assets	_	14,135,122		71,650		_		14,206,772
TOTAL ASSETS	\$=	42,853,409	\$	10,487,255	\$_	(218,613)	\$ _	53,122,051
LIABILITIES AND NET ASSETS								
Current Liabilities:								
Accounts payable and accrued expenses	\$	1,493,257	\$	1,115,561	\$	-	\$	2,608,818
Deferred revenue		1,326		9,258		_		10,584
Deposits		25,299		_		_		25,299
Due to National Foundation		901,249		_		_		901,249
Due to Union		218,613		_		(218,613)		-
Total Current Liabilities	_	2,639,744		1,124,819	_	(218,613)	_	3,545,950
Noncurrent Liabilities:							_	
Grant payable		150,000		-		-		150,000
Due to National Foundation		485,000		-		-		485,000
Total Noncurrent Liabilities	_	635,000	•	-		-		635,000
To Total Liabilities	_	3,274,744		1,124,819	_	(218,613)	_	4,180,950
Net Assets:	_		•		_	<u> </u>	-	
Unrestricted:								
Undesignated		10,420,411		4,609,472		_		15,029,883
Board designated		13,295,588		4,689,264		_		17,984,852
Property and equipment		8,187,791		63,700		-		8,251,491
Total Unrestricted	_	31,903,790	•	9,362,436	_	-	-	41,266,226
Temporarily restricted		2,679,134		-		-		2,679,134
Permanently restricted		4,995,741		_		_		4,995,741
Total Net Assets	_	39,578,665	-	9,362,436	_	-	_	48,941,101
TOTAL LIABILITIES AND NET ASSETS	\$	42,853,409	\$	10,487,255	\$	(218,613)	\$	53,122,051

# AMERICAN CIVIL LIBERTIES UNION FOUNDATION OF NORTHERN CALIFORNIA, INC. AND AMERICAN CIVIL LIBERTIES UNION OF NORTHERN CALIFORNIA SUPPLEMENTARY CONSOLIDATING SCHEDULE OF FINANCIAL POSITION MARCH 31, 2017

A	SSE	TS

		Foundation		Union		Eliminations		Consolidated	
<b>Current Assets:</b>									
Cash and cash equivalents	\$	8,295,501	\$	6,055,653	\$	-	\$	14,351,154	
Investments		6,637,351		-		-		6,637,351	
Accounts receivable		67,392		12,996		-		80,388	
Contributions receivable		1,967,287		-		-		1,967,287	
Due from National Foundation		7,350,326		-		-		7,350,326	
Due from National Union		_		1,153,773		-		1,153,773	
Due from Union		796,150		-		(796,150)		-	
Prepaid expenses	_	58,458	_	1,883	_		_	60,341	
Total Current Assets	_	25,172,465	_	7,224,305	_	(796,150)		31,600,620	
Noncurrent Assets:									
Contributions receivable, net		1,496,215		-		-		1,496,215	
Deposits		8,937		772		-		9,709	
Property and equipment, net		8,476,825		-		-		8,476,825	
Beneficial interests in endowment funds		4,768,238		-		-		4,768,238	
Total Noncurrent Assets		14,750,215	_	772			_	14,750,987	
TOTAL ASSETS	\$	39,922,680	\$	7,225,077	\$	(796,150)	\$	46,351,607	
LIABI	LITI	ES AND NET	AS	SETS					
Current Liabilities:									
Accounts payable and accrued expenses	\$	3,148,268	\$	149,130	\$	-	\$	3,297,398	
Deferred revenue		41,833		640		-		42,473	
Deposits		27,075		_		-		27,075	
Due to National Foundation		817,393		_		-		817,393	
Due to Foundation		-		796,150		(796,150)		-	
Total Current Liabilities	_	4,034,569	_	945,920	_	(796,150)	-	4,184,339	
Noncurrent Liabilities:			_						
Due to National Foundation		776,667		_		-		776,667	
Total Noncurrent Liabilities	_	776,667	_	_	_	_	-	776,667	
Total Liabilities	_	4,811,236	_	945,920	_	(796,150)	_	4,961,006	
Net Assets:	_		_	·	_	, , , , ,	-		
Unrestricted:									
Undesignated		9,096,182		2,066,606		_		11,162,788	
Board designated		9,261,543		4,212,551		_		13,474,094	
Property and equipment		8,476,825		- · · · · -		_		8,476,825	
Total Unrestricted	_	26,834,550	_	6,279,157	_	_	_	33,113,707	
Temporarily restricted		3,508,656		· -		-		3,508,656	
Permanently restricted		4,768,238		_		-		4,768,238	
Total Net Assets	_	35,111,444	_	6,279,157	_		_	41,390,601	
TOTAL LIABILITIES AND NET ASSETS	\$	39,922,680	\$	7,225,077	\$	(796,150)	\$	46,351,607	

# AMERICAN CIVIL LIBERTIES UNION FOUNDATION OF NORTHERN CALIFORNIA, INC. AND AMERICAN CIVIL LIBERTIES UNION OF NORTHERN CALIFORNIA SUPPLEMENTARY CONSOLIDATING SCHEDULE OF ACTIVITIES FOR THE YEAR ENDED MARCH 31, 2018

	Foundation Unic		Union	Eliminations		(	Consolidated	
<b>Unrestricted Net Assets:</b>								
Revenue and Support:								
Contributions	\$	12,577,586	\$	2,777,037	\$	(500,000)	\$	14,854,623
In-kind contributed services		9,800,534		-		-		9,800,534
Membership income		-		5,284,344		-		5,284,344
Legal awards		902,642		-		-		902,642
Other income		228,699		363,757		-		592,456
Investment income		749,851		17,868		-		767,719
Net assets released from restrictions	_	2,018,556	_		_	_	_	2,018,556
Total Revenue and Support	_	26,277,868	_	8,443,006	_	(500,000)	_	34,220,874
Expenses:								
Program Services:								
Program services	_	18,108,273		4,652,818		(500,000)	_	22,261,091
Supporting Services:								
Management and general		1,702,354		552,957		-		2,255,311
Fundraising		1,398,001		153,952		-		1,551,953
Total Supporting Services		3,100,355		706,909		_		3,807,264
Total Expenses		21,208,628		5,359,727	_	(500,000)	_	26,068,355
Change in Unrestricted Net Assets	_	5,069,240	_	3,083,279	_		_	8,152,519
<b>Temporarily Restricted Net Assets:</b>								
Contributions		999,725		-		-		999,725
Net assets released from restrictions		(1,829,247)		-		-		(1,829,247)
Change in Temporarily Restricted Net Assets	_	(829,522)	_	-	_	-		(829,522)
<b>Permanently Restricted Net Assets:</b>								
Contributions		2,000		-		-		2,000
Investment income		414,812		-		-		414,812
Net assets released from restrictions		(189,309)		-			_	(189,309)
Change in Permanently Restricted Net Assets		227,503		-	_	_	_	227,503
Change in Net Assets		4,467,221		3,083,279		-		7,550,500
Net Assets at Beginning of Year	_	35,111,444		6,279,157	_		-	41,390,601
NET ASSETS AT END OF YEAR	\$	39,578,665	\$_	9,362,436	\$		\$	48,941,101

# AMERICAN CIVIL LIBERTIES UNION FOUNDATION OF NORTHERN CALIFORNIA, INC. AND AMERICAN CIVIL LIBERTIES UNION OF NORTHERN CALIFORNIA SUPPLEMENTARY CONSOLIDATING SCHEDULE OF ACTIVITIES FOR THE YEAR ENDED MARCH 31, 2017

		Foundation	Union		Eliminations		Consolidated	
<b>Unrestricted Net Assets:</b>								-
Revenue and Support:								
Contributions	\$	11,797,305	\$	4,027,109	\$	(196,500)	\$	15,627,914
In-kind contributed services		9,684,660		-		-		9,684,660
Membership income		-		3,091,558		-		3,091,558
Legal awards		1,002,571		-		-		1,002,571
Other income		212,079		368,148		-		580,227
Investment income		417,308		3,941		-		421,249
Net assets released from restrictions		4,951,930	_	-	_	_		4,951,930
Total Revenue and Support		28,065,853	_	7,490,756	_	(196,500)		35,360,109
Expenses:								
Program Services:								
Program services		17,516,378	_	4,020,146	_	(196,500)		21,340,024
Supporting Services:								
Management and general		1,907,438		506,129		-		2,413,567
Fundraising		1,365,267	_	33,872			_	1,399,139
Total Supporting Services		3,272,705		540,001		-		3,812,706
Total Expenses		20,789,083		4,560,147	_	(196,500)		25,152,730
Change in Unrestricted Net Assets		7,276,770	_	2,930,609	_			10,207,379
<b>Temporarily Restricted Net Assets:</b>								
Contributions		5,252,226		-		-		5,252,226
Net assets released from restrictions		(4,767,053)	_		_		_	(4,767,053)
Change in Temporarily Restricted Net Assets		485,173		-		-		485,173
<b>Permanently Restricted Net Assets:</b>								
Contributions		3,750		-		-		3,750
Investment income		383,675		-		-		383,675
Net assets released from restrictions		(184,877)	_		_		_	(184,877)
Change in Permanently Restricted Net Assets		202,548		-		-		202,548
Change in Net Assets	•	7,964,491		2,930,609		-	•	10,895,100
Net Assets at Beginning of Year	_	27,146,953	_	3,348,548	_	-	_	30,495,501
NET ASSETS AT END OF YEAR	\$	35,111,444	\$	6,279,157	\$	-	\$	41,390,601

## AMERICAN CIVIL LIBERTIES UNION FOUNDATION OF NORTHERN CALIFORNIA, INC. AND AMERICAN CIVIL LIBERTIES UNION OF NORTHERN CALIFORNIA SUPPLEMENTARY SCHEDULE OF FUNCTIONAL EXPENSES – FOUNDATION

		Program	N	Management						Total
		Services	and General		Fundraising		Total			Expenses
Administrative expenses	\$	282,874	\$	137,973	\$	131,851	\$	269,824	\$	552,698
Bad debt		-		600		10,955		11,555		11,555
Depreciation		264,025		88,009		-		88,009		352,034
Hospitality and meetings		151,205		8,023		33,106		41,129		192,334
Insurance		70,114		36,249		6,497		42,746		112,860
Litigation non-service fees		16,999		-		-		-		16,999
Occupancy		95,037		39,480		23,278		62,758		157,795
Outside services		751,773		153,402		10,522		163,924		915,697
Personnel		4,063,799		1,018,195		1,134,130		2,152,325		6,216,124
Professional expenses		9,927,120		127,911		24,395		152,306		10,079,426
Program grants		2,137,124		-		-		-		2,137,124
Sponsorship - Other Organizations		33,422		-		-		-		33,422
Taxes, permits, fees & licenses		2,724		53,075		225		53,300		56,024
Telecommunications		135,091		14,021		11,977		25,998		161,089
Travel	_	176,966	_	25,416	_	11,065	_	36,481		213,447
TOTAL EXPENSES	\$	18,108,273	\$	1,702,354	\$	1,398,001	\$	3,100,355	\$	21,208,628

## AMERICAN CIVIL LIBERTIES UNION FOUNDATION OF NORTHERN CALIFORNIA, INC. AND AMERICAN CIVIL LIBERTIES UNION OF NORTHERN CALIFORNIA SUPPLEMENTARY SCHEDULE OF FUNCTIONAL EXPENSES – FOUNDATION

		Program	Management							Total
		Services	and General		Fundraising		Total			Expenses
Administrative expenses	\$	186,269	\$	132,958	\$	33,218	\$	166,176	\$	352,445
Bad debt		-		-		7,163		7,163		7,163
Depreciation		268,732		33,591		33,591		67,182		335,914
Hospitality and meetings		49,837		26,913		90,051		116,964		166,801
Insurance		61,822		5,071		5,071		10,142		71,964
Litigation non-service fees		3,368		-		-		-		3,368
Occupancy		153,359		19,170		19,170		38,340		191,699
Outside services		112,148		121,643		14,663		136,306		248,454
Personnel		3,338,837		1,416,226		1,139,225		2,555,451		5,894,288
Professional expenses		9,930,970		116,409		-		116,409		10,047,379
Program grants		3,200,400		-		1,100		1,100		3,201,500
Sponsorship - Other Organizations		20,798		-		-		-		20,798
Taxes, permits, fees & licenses		33,269		4,024		5,613		9,637		42,906
Telecommunications		68,973		8,622		8,622		17,244		86,217
Travel	_	87,596	_	22,811	_	7,780	_	30,591		118,187
TOTAL EXPENSES	\$	17,516,378	\$	1,907,438	\$	1,365,267	\$	3,272,705	\$	20,789,083

# AMERICAN CIVIL LIBERTIES UNION FOUNDATION OF NORTHERN CALIFORNIA, INC. AND AMERICAN CIVIL LIBERTIES UNION OF NORTHERN CALIFORNIA SUPPLEMENTARY SCHEDULE OF FUNCTIONAL EXPENSES – UNION

		Program	Management					Total		
		Services	aı	nd General	Fundraising		Total			Expenses
Administrative expenses	\$	271,104	\$	59,482	\$	3,603	\$	63,085	\$	334,189
Depreciation		5,100		1,700		-		1,700		6,800
Hospitality and meetings		77,260		3,737		3,603		7,340		84,600
Insurance		21,208		3,760		2,507		6,267		27,475
Occupancy		99,027		18,458		1,054		19,512		118,539
Outside services		915,887		80,432		1,689		82,121		998,008
Personnel		2,199,687		272,443		121,706		394,149		2,593,836
Professional expenses		52,240		85,605		1,661		87,266		139,506
Program grants		768,884		-		-		-		768,884
Sponsorship - Other Organizations		3,350		-		-		-		3,350
Taxes, permits, fees & licenses		84		-		-		-		84
Telecommunications		29,133		18,476		16,900		35,376		64,509
Travel	_	209,854	_	8,864	_	1,229	_	10,093	-	219,947
TOTAL EXPENSES	\$	4,652,818	\$_	552,957	\$	153,952	\$_	706,909	\$	5,359,727

## AMERICAN CIVIL LIBERTIES UNION FOUNDATION OF NORTHERN CALIFORNIA, INC. AND AMERICAN CIVIL LIBERTIES UNION OF NORTHERN CALIFORNIA SUPPLEMENTARY SCHEDULE OF FUNCTIONAL EXPENSES – UNION

		Program	M	Ianagement						Total
		Services	a	nd General	Fundraising		Total		Expenses	
Administrative expenses	\$	54,603	\$	28,440	\$	285	\$	28,725	\$	83,328
Bad debt		-		370		-		370		370
Hospitality and meetings		106,513		7,413		-		7,413		113,926
Insurance		9,563		1,195		1,195		2,390		11,953
Occupancy		66,955		30,186		-		30,186		97,141
Outside services		128,568		19,294		10,000		29,294		157,862
Personnel		1,317,172		361,382		777		362,159		1,679,331
Professional expenses		5,552		40,038		-		40,038		45,590
Program grants		2,212,500		-		-		-		2,212,500
Taxes, permits, fees & licenses		10,929		1,014		1,014		2,028		12,957
Telecommunications		16,132		12,406		20,601		33,007		49,139
Travel	_	91,659	_	4,391		-	_	4,391	_	96,050
TOTAL EXPENSES	\$_	4,020,146	\$	506,129	\$	33,872	\$	540,001	\$	4,560,147