

**TRAGEDY ASSISTANCE PROGRAM FOR SURVIVORS, INC.**

**FINANCIAL STATEMENTS AND  
SUPPLEMENTARY INFORMATION**

**YEAR ENDED DECEMBER 31, 2017**

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## INDEPENDENT AUDITORS' REPORT

Board of Directors  
Tragedy Assistance Program for Survivors, Inc.  
Arlington, Virginia

We have audited the accompanying financial statements of Tragedy Assistance Program for Survivors, Inc. (TAPS), which comprise the statement of financial position as of December 31, 2017, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these 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.

### ***Auditors' Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit 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 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 auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the 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 financial statements.

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

Board of Directors  
Tragedy Assistance Program for Survivors, Inc.

***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Tragedy Assistance Program for Survivors, Inc. as of December 31, 2017, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

*CliftonLarsonAllen LLP*

**CliftonLarsonAllen LLP**

Arlington, Virginia  
November 9, 2018

**TRAGEDY ASSISTANCE PROGRAM FOR SURVIVORS, INC.**  
**STATEMENT OF FINANCIAL POSITION**  
**DECEMBER 31, 2017**

**ASSETS**

**CURRENT ASSETS**

Cash and Cash Equivalents	\$ 2,581,724
Pledges Receivable, Net Long-Term Portion	2,517,000
Prepaid Expenses	17,000
Accounts Receivable	31,986
Total Current Assets	5,147,710

**INVESTMENTS**

106,014

**LONG-TERM PLEDGES RECEIVABLE, NET DISCOUNT OF \$49,286**

950,714

**PROPERTY AND EQUIPMENT, NET**

204,723

**COLLECTIONS**

79,800

**INTANGIBLE ASSETS, NET**

-

**OTHER ASSETS**

19,870

Total Assets

\$ 6,508,831

**LIABILITIES AND NET ASSETS**

**CURRENT LIABILITIES**

Accounts Payable and Accrued Expenses	\$ 213,460
Accrued Leave and Salaries	231,374
Deferred Revenue	36,225
Deferred Rent	256,341
Total Liabilities	737,400

**NET ASSETS (DEFICIT)**

Unrestricted	(2,093,206)
Temporarily Restricted	7,864,637
Total Net Assets	5,771,431

Total Liabilities and Net Assets

\$ 6,508,831

*See accompanying Notes to Financial Statements.*

**TRAGEDY ASSISTANCE PROGRAM FOR SURVIVORS, INC.  
STATEMENT OF ACTIVITIES  
YEAR ENDED DECEMBER 31, 2017**

	Unrestricted	Temporarily Restricted	Total
<b>SUPPORT AND REVENUE</b>			
Contributions, Sponsorships, and Grants	\$ 6,976,754	\$ 6,349,241	\$ 13,325,995
Seminar Registrations	183,748	-	183,748
Other Income	150,568	-	150,568
Net Assets Released from Restrictions	5,993,081	(5,993,081)	-
Total Support and Revenue	13,304,151	356,160	13,660,311
 <b>EXPENSES</b>			
Program Services	12,346,576	-	12,346,576
Supporting Services:			
Management and General	977,262	-	977,262
Fundraising	1,368,323	-	1,368,323
Total Supporting Services	2,345,585	-	2,345,585
 Total Expenses	14,692,161	-	14,692,161
 <b>CHANGE IN NET ASSETS</b>	(1,388,010)	356,160	(1,031,850)
Net Assets - Beginning of Year	(705,196)	7,508,477	6,803,281
 <b>NET ASSETS (DEFICIT) - END OF YEAR</b>	\$ (2,093,206)	\$ 7,864,637	\$ 5,771,431

See accompanying Notes to Financial Statements.

**TRAGEDY ASSISTANCE PROGRAM FOR SURVIVORS, INC.  
STATEMENT OF CASH FLOWS  
YEAR ENDED DECEMBER 31, 2017**

**CASH FLOWS FROM OPERATING ACTIVITIES**

Change in Net Assets	\$ (1,031,850)
Adjustments to Reconcile Change in Net Assets to	
Net Cash Used by Operating Activities:	
Depreciation and Amortization	35,869
Realized and Unrealized Gain on Investments	(45,390)
Loss on Disposal of Intangible Asset	65,877
Bad Debt Expense	4,175
Changes in Assets and Liabilities:	
Pledges Receivable	556,913
Prepaid Expenses and Other Assets	7,453
Accounts Receivable	(500)
Accounts Payable and Accrued Expenses	106,211
Accrued Leave and Salaries	40,215
Deferred Revenue	(19,775)
Deferred Rent	234,705
Net Cash Used by Operating Activities	(46,097)

**CASH FLOWS FROM INVESTING ACTIVITIES**

Purchase of Investments	(164,494)
Sales of Investments	877,802
Purchases of Property and Equipment	(117,780)
Net Cash Provided by Investing Activities	595,528

**NET CHANGE IN CASH AND CASH EQUIVALENTS**

549,431

Cash and Cash Equivalents - Beginning of Year

2,032,293

**CASH AND CASH EQUIVALENTS - END OF YEAR**

\$ 2,581,724

*See accompanying Notes to Financial Statements.*

**TRAGEDY ASSISTANCE PROGRAM FOR SURVIVORS, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2017**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Organization**

Tragedy Assistance Program for Survivors, Inc. (TAPS) was incorporated in Alaska on October 17, 1994. It provides a national military survivor peer support network by offering grief counseling referrals, caseworker assistance, and crisis information to help families and military personnel cope and recover.

**Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. Actual results could differ from those estimates.

**Income Tax Status**

TAPS is exempt from the payment of federal income taxes on its exempt activities under Section 501(c)(3) of the Internal Revenue Code and has been classified by the Internal Revenue Service as other than a private foundation.

TAPS adopted the income tax standard for uncertain tax positions. TAPS evaluated its income tax positions and determined that they are more-likely-than-not to be sustained on examination. TAPS' tax returns are subject to review and examination by federal, state, and local authorities.

**Cash and Cash Equivalents**

For financial statement purposes, TAPS considers all unrestricted highly liquid instruments with an initial maturity of three months or less to be cash equivalents.

**Pledges Receivable**

Unconditional pledges receivable are recorded at fair value at the date the promise to give is received. Amounts that are expected to be collected within one year are recorded at their net realizable value. Amounts that are expected to be collected in future years are recorded at the present value of their net realizable value. The discounts on those amounts are computed using risk-adjusted interest rates applicable to the years in which the promises are received. Amortization of the discount is included in contribution revenue.

Balances are reviewed individually for collectability. As of December 31, 2017, management estimates that all outstanding pledges receivable are fully collectible.

**Investments**

Investments in marketable securities with readily determinable fair values are stated at fair value in the accompanying statement of financial position. Unrealized gains and losses are included in the change in net assets in the accompanying statement of activities. TAPS reports investment income and gains and losses on investments as increases or decreases in unrestricted net assets unless a donor temporarily or permanently restricts their use.

**TRAGEDY ASSISTANCE PROGRAM FOR SURVIVORS, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2017**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Financial Instruments**

TAPS financial instruments are cash and cash equivalents, investments, pledges receivable, long-term pledges receivable, accounts payable and accrued expenses and other liabilities. The recorded values of cash and cash equivalents, pledges receivable, and accounts payable and accrued expenses and other liabilities approximate their fair values based on their short-term nature. Fair value of long-term pledges receivable are based on the net realizable value. Fair values of investments are based on quoted market prices as of the end of the reporting period.

**Fair Value Measurements**

TAPS accounts for a significant portion of its financial instruments at fair value or considers fair value in their measurement. TAPS values its financial instruments based on the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

**Fair Value Hierarchy**

TAPS has categorized its financial instruments, based on the priority of the inputs to the valuation technique, into a three-level fair value hierarchy. The fair value hierarchy gives the highest priority to quoted prices in active markets for identical assets or liabilities (Level 1) and the lowest priority to unobservable inputs (Level 3). If the inputs used to measure the financial instruments fall within different levels of the hierarchy, the categorization is based on the lowest level input that is significant to the fair value measurement of the instrument.

Financial assets and liabilities recorded on the statement of financial position are categorized based on the inputs to the valuation techniques as follows:

*Level 1* – Financial assets and liabilities whose values are based on unadjusted quoted prices for identical assets or liabilities in an active market that TAPS has the ability to access. These include investments that are recorded at fair value on a recurring basis and fair value measurement is based upon quoted prices, if available. Securities valued using Level 1 inputs include those traded on active exchanges (such as the New York Stock Exchange).

*Level 2* – Financial assets and liabilities whose values are based on quoted prices in markets that are not active or model inputs that are observable either directly or indirectly for substantially the full term of the asset or liability. Level 2 inputs include, among others, quoted prices for similar assets or liabilities in an active market or nonactive market.

*Level 3* – Financial assets and liabilities whose values are based on prices or valuation techniques that require inputs that are both unobservable and significant to the overall fair value measurement. These inputs reflect management's own assumptions about the assumptions a market participant would use in pricing the asset or liability.

**TRAGEDY ASSISTANCE PROGRAM FOR SURVIVORS, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2017**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Property and Equipment**

Acquisitions of property and equipment greater than \$1,000 are recorded at cost and depreciated using the straight-line method over the estimated useful lives of the assets. The estimated useful lives of the related assets range from 5 to 10 years.

**Intangible Assets**

Costs incurred in the development of TAPS' website portal and survivor database have been capitalized as intangible assets. Amortization is computed using the straight-line method over seven years, which is management's estimate of the useful lives.

**Collections**

TAPS acquired a statue through donation during the year ended December 31, 2015. The statue is held for public exhibition, and is protected and preserved. The value as of December 31, 2017, is based on fair market value from a third party appraisal made soon after the donation date. As the estimated useful life of the statue is extremely long, the asset is not depreciated.

**Deferred Revenue**

Deferred revenue consists of the exchange portion of Gala sponsorships and registrations paid prior to December 31, 2017, for the 2018 Gala. When the event occurs, these payments will be recognized as revenue.

**Net Assets**

Net assets are classified into the following categories based on the existence or absence of donor-imposed restrictions:

**Unrestricted Net Assets**

TAPS' unrestricted net assets represent funds available for general operations.

**Temporarily Restricted Net Assets**

TAPS' temporarily restricted net assets represent resources received by TAPS that are subject to donor-imposed restrictions for a specified time or purpose.

**Revenue Recognition**

TAPS records contributions as unrestricted or temporarily restricted support depending on the existence and of any donor restrictions. Recognition of a pledge occurs on the date the pledge is made or committed. All other income is recognized when earned.

**TRAGEDY ASSISTANCE PROGRAM FOR SURVIVORS, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2017**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Revenue Recognition (Continued)**

The annual Gala revenues span multiple years as it takes place each February and TAPS receives payments beginning multiple months prior to the event date. All amounts received prior to December 31, 2017, for the 2018 Gala are divided between the exchange portion (that is, the estimated cost of benefits provided to donors who attend) and the contribution portion. The portion of payment that is an exchange transaction is deferred upon receipt and recognized as revenue after the event takes place. The nonexchange portion of the payment is considered unconditional and time-restricted by TAPS, and is recognized as temporarily restricted revenue until the year in which event takes place.

Noncash donations are recorded as contributions at their fair values at the date of donation.

**Allocation of Functional Expenses**

The costs of providing the various programs and supporting services have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

**Subsequent Events**

In preparing these financial statements, TAPS has evaluated events and transactions for potential recognition or disclosure through November 9, 2018, the date the financial statements were available to be issued.

**NOTE 2 CONCENTRATIONS OF RISK**

**Credit Risk**

Financial instruments which subject TAPS to a concentration of credit risk consist of demand deposits placed with financial institutions. At times during the year, TAPS had funds on deposit with local financial institutions in excess of the Federal Deposit Insurance Corporation limits. TAPS has not experienced any losses in such accounts and does not believe it is exposed to any significant credit risk on cash balances.

**Market Value Risk**

TAPS also invests in a variety of investments. These investments are exposed to various risks, such as fluctuations in market value and credit risk. It is at least reasonably possible that changes in risks in the near term could materially affect investment balances and the amounts reported in the financial statements.

**Revenue Risk**

TAPS received approximately 15% of its total revenue from one donor in the year ended December 31, 2017.

**TRAGEDY ASSISTANCE PROGRAM FOR SURVIVORS, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2017**

**NOTE 3 PLEDGES RECEIVABLE**

Promises to give at December 31, 2017, represent unconditional amounts pledged. Pledges expected to be collected in more than one year are reflected at fair value. The fair value is estimated by calculating the present value of estimated future cash flows. The discount rate used is 2.40%.

The amount of the discounted promises to give as of December 31, 2017, pledges receivable are as follows:

Amounts Due Less than One Year	\$ 2,517,000
Amounts Due Between One and Five Years	1,000,000
Total	<u>3,517,000</u>
Less: Discount to Reduce to Present Value	(49,286)
Net Pledges Receivable	<u><u>\$ 3,467,714</u></u>

**NOTE 4 INVESTMENTS**

Investments consist of the following as of December 31, 2017:

ETFs:	
Equity	\$ 1,533
Other	82
Stocks	73,303
USAA Mutual Funds:	
Equity Mutual Funds	12,570
Fixed Income Mutual Funds	18,526
Total Investments	<u><u>\$ 106,014</u></u>

Investment income for the year ended December 31, 2017, is comprised of the following:

Realized and Unrealized Gain on Investments	\$ 45,390
Investment Income, Net Expenses	11,298
Total	<u><u>\$ 56,688</u></u>

**TRAGEDY ASSISTANCE PROGRAM FOR SURVIVORS, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2017**

**NOTE 5 FAIR VALUE HIERARCHY**

The following table presents TAPS' fair value hierarchy for those assets and liabilities measured at fair value on a recurring basis as of December 31, 2017:

	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
ETFs:				
Equity	\$ 1,533	\$ -	\$ -	\$ 1,533
Other	82	-	-	82
Stocks	73,303	-	-	73,303
USAA Mutual Funds:				
Equity Mutual Funds	12,570	-	-	12,570
Fixed Income Mutual Funds	18,526	-	-	18,526
Total	<u>\$ 106,014</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 106,014</u>

**NOTE 6 PROPERTY AND EQUIPMENT**

A summary of property and equipment as of December 31, 2017, is as follows:

Furniture and Equipment	\$ 292,376
Accumulated Depreciation	<u>(87,653)</u>
Total	<u>\$ 204,723</u>

Depreciation expense totaled \$26,459 for the year ended December 31, 2017.

**NOTE 7 INTANGIBLE ASSETS**

Intangible assets as of December 31, 2017, consist of the following:

Website Portal - Development	\$ 190,093
Survivors Database	60,462
Accumulated Amortization	<u>(250,555)</u>
Total	<u>\$ -</u>

Amortization expense for the year ended December 31, 2017, was \$9,410. The asset Website Portal – Caregiver was sold in 2017 for a loss of \$65,877.

**TRAGEDY ASSISTANCE PROGRAM FOR SURVIVORS, INC.  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2017**

**NOTE 8 TEMPORARILY RESTRICTED NET ASSETS**

Temporarily restricted net assets consist of the following at December 31, 2017:

Purpose Restricted:	
Helpline/Suicide Post and Prevention	\$ 765,192
Education Support	546,130
Casework	772,515
Future Events	3,137,442
Other Resources	30,325
In Kind Contribution	427,294
Military Mentor	465,094
Retreats and Expeditions in U.S.	351,202
Winnefield/SAFE project	419,293
Subtotal	<u>6,914,487</u>
Time Restricted:	
Gala Sponsorships	950,150
Total	<u><u>\$ 7,864,637</u></u>

**NOTE 9 IN-KIND CONTRIBUTIONS AND DONATED SERVICES**

TAPS received in-kind tickets from various donors valued at approximately \$376,000 for survivors to attend sporting events. TAPS also received pro bono legal services valued at approximately \$51,000. These amounts have been recorded as contributions and program service expense in the accompanying statement of activities.

TAPS receives donated services from a variety of unpaid volunteers assisting in TAPS programs. Total hours approximated 56,000 for the year ended December 31, 2017. No amounts have been recognized in the accompanying statement of activities because the criteria for the recognition of such volunteer efforts under the respective accounting standards have not been satisfied.

**NOTE 10 COMMITMENTS**

**Severance Liability**

TAPS has entered into an employment agreement with the President through June 30, 2019, with the potential to extend for a year. The agreement contains a clause whereby TAPS is liable for severance pay in the event of termination other than for cause. At December 31, 2017, the maximum potential amount of severance is approximately \$150,000.

**TRAGEDY ASSISTANCE PROGRAM FOR SURVIVORS, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2017**

**NOTE 10 COMMITMENTS (CONTINUED)**

**Office Lease**

In September 2012, TAPS entered into a five-year, three-month lease with Clarendon Square Associates LP. The lease had a renewal option for an additional period of five years, expiring on December 31, 2017. Rental payments were due monthly and escalated at a rate of 2.75% annually. Three months' abatement was granted and the total lease payments were recognized on a straight-line basis over the life of the lease. In June 2017, TAPS signed a new ten-year lease with Clarendon Square Associates LP for move-in January 1, 2018. Rental payments are due monthly and escalate at a rate of 2.50% annually. Total lease payments are recognized on a straight-line basis over the life of the lease. The lease offers a tenant improvement allowance of up to \$1,518,600 and eighteen months' rent abatement. Related deferred rent totaled \$256,341 at December 31, 2017.

Total rent expense for the year ended December 31, 2017, totaled 502,236.

Future minimum annual lease payments required under the operating lease are as follows:

<u>Year Ending</u>	<u>Amount</u>
2018	\$ -
2019	555,808
2020	1,139,456
2021	1,167,803
2022	1,197,163
Thereafter	6,449,747
Total	<u>\$ 10,509,977</u>

**Hotel Contracts**

TAPS has entered into contracts for events through 2020. These contracts contain cancellation clauses whereby TAPS will be liable for a calculated fee should the event be cancelled. As of December 31, 2017, the maximum potential fees in the event of cancellation total approximately \$845,000.

**NOTE 11 BENEFIT PLANS**

TAPS has established a 401(k) Plan. Employees over 21 years of age, working at least 30 hours per week are eligible for participation after 90 days of employment. Under the Plan, employees may contribute up to 92% of their eligible compensation. There is a discretionary profit sharing employer contribution allowed by TAPS to be determined each year. For the year ended December 31, 2017, TAPS did not contribute to the Plan.

TAPS offers medical insurance to full-time employees working at least 30 hours per week after 90 days of employment. For the year ended December 31, 2017, TAPS paid for the individual plan premiums for participating employees, which was \$315,443.



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**INDEPENDENT AUDITORS' REPORT  
ON SUPPLEMENTARY INFORMATION**

Board of Directors  
Tragedy Assistance Program for Survivors, Inc.  
Arlington, Virginia

We have audited the financial statements of Tragedy Assistance Program for Survivors, Inc. as of and for the year ended December 31, 2017, and have issued our report thereon dated November 9, 2018, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedule of functional expenses is presented for purposes of additional analysis and is not a required part of the 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 financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the 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 financial statements as a whole.

*CliftonLarsonAllen LLP*

**CliftonLarsonAllen LLP**

Arlington, Virginia  
November 9, 2018

**TRAGEDY ASSISTANCE PROGRAM FOR SURVIVORS, INC.**  
**SCHEDULE OF FUNCTIONAL EXPENSES**  
**YEAR ENDED DECEMBER 31, 2017**  
(SEE INDEPENDENT AUDITORS' REPORT ON SUPPLEMENTARY INFORMATION)

	Program Services	Management and General	Fundraising	Total
Salaries	\$ 4,222,627	\$ 256,385	\$ 237,421	\$ 4,716,433
Benefits	224,503	95,085	2,408	321,996
Payroll Taxes	325,508	26,896	16,606	369,010
Professional Services	1,095,717	322,810	472,657	1,891,184
Advertising	1,423	180	1,245	2,848
Supplies and Other Office Expenses	505,723	46,527	152,291	704,541
Information Technology	27,972	24,220	424	52,616
Occupancy	325,936	78,417	97,883	502,236
Travel, Conferences, Conventions, and Meetings	4,730,847	956	213,987	4,945,790
Grants	486,365	-	-	486,365
Depreciation and Amortization	-	35,869	-	35,869
Insurance	4,708	26,414	1,030	32,152
Printing, Design, and Production	346,184	4,931	95,345	446,460
Merchandise Expense	124	-	45,167	45,291
All Other Expenses	48,939	58,572	31,859	139,370
	<u>48,939</u>	<u>58,572</u>	<u>31,859</u>	<u>139,370</u>
Total Expenses	<u>\$ 12,346,576</u>	<u>\$ 977,262</u>	<u>\$ 1,368,323</u>	<u>\$ 14,692,161</u>