



Consolidated Financial Statements
(Together with Independent Auditors' Report)

Years Ended December 31, 2018 and 2017

M A R K S P A N E T H

ACCOUNTANTS & ADVISORS

CULTURAL VISTAS, INC.

**CONSOLIDATED FINANCIAL STATEMENTS
(Together with Independent Auditors' Report)**

YEARS ENDED DECEMBER 31, 2018 AND 2017

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INDEPENDENT AUDITORS' REPORT

The Board of Directors of
Cultural Vistas, Inc.

We have audited the accompanying consolidated financial statements of Cultural Vistas, Inc. ("CV"), which comprise the consolidated statements of financial position as of December 31, 2018 and 2017, and the related consolidated statements of activities, functional expenses 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 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.

Auditors' 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 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 auditors consider 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.

Opinion

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position of Cultural Vistas, Inc. as of December 31, 2018 and 2017, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 2 to the consolidated financial statements, during the year ended December 31, 2018, CV adopted Accounting Standards Update 2016-14, "Not-for-Profit Entities." Our opinion is not modified with respect to this matter.

Report on Supplementary Information

Our audits were conducted for the purpose of forming an opinion on the consolidated financial statements of CV as a whole. The supplementary information on pages 16-18 is presented for the purpose of additional analysis of the consolidated financial statements rather than to present the financial position and changes in net assets of the individual organizations 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 supplementary information has been subjected to the auditing procedures applied in our audits 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 supplementary information is fairly stated in all material respects in relation to the consolidated financial statements as a whole.

Marks Paneth LLP

New York, NY

May 8, 2019

CULTURAL VISTAS, INC.
CONSOLIDATED STATEMENTS OF FINANCIAL POSITION
AS OF DECEMBER 31, 2018 AND 2017

	2018	2017
ASSETS		
Cash and cash equivalents (Notes 2B and 9)	\$ 382,323	\$ 325,731
Accounts receivable, net (Note 2K)	651,796	409,505
Investments (Notes 2F, 4 and 10)	9,584,405	11,131,732
Prepaid expenses and other assets (Note 2J)	510,863	566,237
Security deposits (Note 8)	367,843	481,883
Property and equipment, net (Notes 2G and 5)	645,814	247,824
TOTAL ASSETS	\$ 12,143,044	\$ 13,162,912
LIABILITIES		
Accounts payable and accrued expenses	\$ 591,906	\$ 593,753
Deposits from participants (Note 2J)	239,092	285,458
Deferred revenue (Note 2L)	864,177	763,882
Deferred rent (Note 2H)	966,094	595,925
Advances from grantors (Note 2E)	1,248,235	1,538,312
TOTAL LIABILITIES	3,909,504	3,777,330
COMMITMENTS AND CONTINGENCIES (Note 8)		
NET ASSETS (Notes 2C and 7)		
Without donor restrictions:		
Operating	7,027,673	8,096,300
Board designated scholarship fund	486,220	539,073
Total without donor restrictions	7,513,893	8,635,373
With donor restrictions:		
Unappropriated endowment earnings	96,079	126,641
Endowment corpus	623,568	623,568
Total with donor restrictions	719,647	750,209
TOTAL NET ASSETS	8,233,540	9,385,582
TOTAL LIABILITIES AND NET ASSETS	\$ 12,143,044	\$ 13,162,912

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

CULTURAL VISTAS, INC.
CONSOLIDATED STATEMENTS OF ACTIVITIES
FOR THE YEARS ENDED DECEMBER 31, 2018 AND 2017

	Year Ended December 31, 2018			Year Ended December 31, 2017		
	Without Donor Restrictions	With Donor Restrictions	Total 2018	Total 2017	Without Donor Restrictions	With Donor Restrictions
OPERATING SUPPORT AND REVENUE (Note 2D):						
Program administration fees (Note 2J)	\$ 7,928,651	\$ -	\$ 7,928,651	\$ 8,075,038	\$ 8,075,038	\$ -
Program revenues (Note 2J)	3,840,474	-	3,840,474	3,864,370	3,864,370	-
Government contracts (Note 2E)	7,575,490	-	7,575,490	6,865,147	6,865,147	-
Contributions	22,681	9,153	31,834	106,089	95,646	10,443
Special events (net of direct expenses of \$90,318)	70,727	-	70,727	-	-	-
Contributed services (Note 2I)	60,000	-	60,000	76,358	76,358	-
Rental income (Note 8B)	175,153	-	175,153	162,564	162,564	-
Net assets released from restrictions (Note 7)	32,947	(32,947)	-	-	37,953	(37,953)
TOTAL OPERATING SUPPORT AND REVENUE	<u>19,706,123</u>	<u>(23,794)</u>	<u>19,682,329</u>	<u>19,149,566</u>	<u>19,177,076</u>	<u>(27,510)</u>
OPERATING EXPENSES:						
Program Services (Note 1):						
Train USA and WEST Programs	6,020,014	-	6,020,014	6,640,824	6,640,824	-
International Visitor Leadership Program	4,486,169	-	4,486,169	3,564,902	3,564,902	-
Edmund S. Muskie Internship Program	789,064	-	789,064	724,818	724,818	-
Short-term Programs	2,363,063	-	2,363,063	2,391,253	2,391,253	-
Robert Bosch and Alfa Fellowships	1,646,647	-	1,646,647	1,612,912	1,612,912	-
Congress-Bundestag Youth Exchange	1,223,490	-	1,223,490	1,154,835	1,154,835	-
Internships Abroad and IAESTE Programs	1,171,165	-	1,171,165	963,784	963,784	-
Total Program Services	<u>17,699,612</u>	<u>-</u>	<u>17,699,612</u>	<u>17,053,328</u>	<u>17,053,328</u>	<u>-</u>
Supporting Services:						
Management and general	2,413,461	-	2,413,461	2,540,673	2,540,673	-
Fundraising	274,613	-	274,613	185,587	185,587	-
Total Supporting Services	<u>2,688,074</u>	<u>-</u>	<u>2,688,074</u>	<u>2,726,260</u>	<u>2,726,260</u>	<u>-</u>
TOTAL OPERATING EXPENSES	<u>20,387,686</u>	<u>-</u>	<u>20,387,686</u>	<u>19,779,588</u>	<u>19,779,588</u>	<u>-</u>
CHANGE IN NET ASSETS FROM OPERATIONS	(681,563)	(23,794)	(705,357)	(630,022)	(602,512)	(27,510)
NON-OPERATING REVENUE (Note 2D):						
Investment activity (Notes 4 and 7)	(439,917)	(6,768)	(446,685)	1,392,861	1,334,927	57,934
TOTAL NON-OPERATING REVENUE	<u>(439,917)</u>	<u>(6,768)</u>	<u>(446,685)</u>	<u>1,392,861</u>	<u>1,334,927</u>	<u>57,934</u>
CHANGE IN NET ASSETS	(1,121,480)	(30,562)	(1,152,042)	762,839	732,415	30,424
Net assets - beginning of year	<u>8,635,373</u>	<u>750,209</u>	<u>9,385,582</u>	<u>8,622,743</u>	<u>7,902,958</u>	<u>719,785</u>
NET ASSETS - END OF YEAR	<u>\$ 7,513,893</u>	<u>\$ 719,647</u>	<u>\$ 8,233,540</u>	<u>\$ 9,385,582</u>	<u>\$ 8,635,373</u>	<u>\$ 750,209</u>

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

CULTURAL VISTAS, INC.
CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2018
(With Comparative Totals for December 31, 2017)

Year Ended December 31, 2018

	Program Services							Supporting Services					Total 2018	Total 2017
	Inbound Programs				Reciprocal and Outbound Programs			Total Program Services	Management and General	Fund Raising	Total Supporting Services			
	Train USA and WEST Programs	International Visitor Leadership Program	Edmund S. Muskie Internship Program	Short- Term Programs	Robert Bosch and Alfa Fellowships	Congress- Bundestag Youth Exchange	Internships Abroad IAESTE and CV Fellows Programs							
Salaries	\$ 2,206,332	\$ 411,233	\$ 200,713	\$ 410,069	\$ 400,058	\$ 347,148	\$ 480,116	\$ 4,455,669	\$ 1,177,952	\$ 172,859	\$ 1,350,811	\$ 5,806,480	\$ 6,096,076	
Payroll taxes and employee benefits (Note 6)	540,162	107,207	46,019	64,849	98,025	82,488	118,890	1,057,640	299,832	26,695	326,527	1,384,167	1,399,255	
Total Salaries and Related Costs	2,746,494	518,440	246,732	474,918	498,083	429,636	599,006	5,513,309	1,477,784	199,554	1,677,338	7,190,647	7,495,331	
Rent (Note 8)	558,650	114,560	49,063	44,863	75,620	81,048	103,211	1,027,015	291,318	29,562	320,880	1,347,895	1,232,379	
Professional and computer services	234,580	26,725	13,829	23,368	20,009	22,738	24,781	366,030	96,076	5,558	101,634	467,664	326,811	
Payroll processing and other services	70,926	14,319	6,996	11,296	10,638	9,502	12,864	136,541	40,582	5,646	46,228	182,769	193,375	
Program partner fees (Note 1)	14,651	-	-	84,344	-	-	48,242	147,237	8,500	-	8,500	155,737	106,869	
Donated professional services (Note 2I)	-	-	-	-	-	-	-	-	60,000	-	60,000	60,000	76,358	
Travel and meetings	81,826	9,912	761	10,312	2,712	627	19,757	125,907	161,420	11,848	173,268	299,175	266,297	
Office supplies and other	39,768	9,731	4,448	7,314	4,993	4,781	11,182	82,217	33,895	13,580	47,475	129,692	136,317	
Credit card merchant fees	121,406	197	79	1,511	157	149	336	123,835	6,755	276	7,031	130,866	144,075	
Insurance	19,640	3,801	1,645	1,521	3,445	2,835	4,281	37,168	9,995	795	10,790	47,958	49,003	
Equipment rental and repairs (Note 8)	17,294	3,536	1,534	2,494	2,310	2,499	3,150	32,817	8,734	910	9,644	42,461	48,351	
Telecommunications	34,528	9,937	3,387	3,168	4,529	5,138	7,320	68,007	21,861	1,525	23,386	91,393	104,903	
Postage	126,604	2,311	215	528	968	5,300	3,523	139,449	6,224	2,230	8,454	147,903	134,809	
Printing	22,675	6,105	1,403	3,320	2,609	3,091	5,537	44,740	39,462	1,745	41,207	85,947	88,372	
Depreciation and amortization (Note 5)	34,757	6,968	3,073	2,510	5,921	5,309	7,112	65,650	17,216	1,384	18,600	84,250	66,111	
Bad debt expense	210	-	-	1,767	-	-	1,810	3,787	-	-	-	3,787	10,800	
Moving expenses (Note 8)	-	-	-	-	-	-	-	-	65,477	-	65,477	65,477	84,343	
Subtotal	4,124,009	726,542	333,165	673,234	631,994	572,653	852,112	7,913,709	2,345,299	274,613	2,619,912	10,533,621	10,564,504	
Participant expenses (Note 2J)	1,896,005	3,759,627	455,899	1,689,829	1,014,653	650,837	319,053	9,785,903	68,162	-	68,162	9,854,065	9,215,084	
TOTAL EXPENSES	\$ 6,020,014	\$ 4,486,169	\$ 789,064	\$ 2,363,063	\$ 1,646,647	\$ 1,223,490	\$ 1,171,165	\$ 17,699,612	\$ 2,413,461	\$ 274,613	\$ 2,688,074	\$ 20,387,686	\$ 19,779,588	

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

CULTURAL VISTAS, INC.
CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2017

	Year Ended December 31, 2017											
	Program Services							Supporting Services				
	Inbound Programs				Reciprocal and Outbound Programs			Total Program Services	Management and General	Fund Raising	Total Supporting Services	Total 2017
Train USA and WEST Programs	International Visitor Leadership Program	Edmund S. Muskie Internship Program	Short- Term Programs	Robert Bosch and Alfa Fellowships	Congress- Bundestag Youth Exchange	Internships Abroad IAESTE and CV Fellows Programs						
Salaries	\$ 2,500,728	\$ 386,749	\$ 199,337	\$ 375,716	\$ 345,272	\$ 359,313	\$ 459,189	\$ 4,626,304	\$ 1,381,994	\$ 87,778	\$ 1,469,772	\$ 6,096,076
Payroll taxes and employee benefits (Note 6)	620,292	92,578	41,218	52,381	82,354	74,886	94,377	1,058,086	309,758	31,411	341,169	1,399,255
Total Salaries and Related Costs	3,121,020	479,327	240,555	428,097	427,626	434,199	553,566	5,684,390	1,691,752	119,189	1,810,941	7,495,331
Rent (Note 8)	589,761	90,127	38,869	49,670	63,452	57,042	76,967	965,888	234,839	31,652	266,491	1,232,379
Professional and computer services	122,144	18,111	9,142	13,151	12,376	18,500	13,818	207,242	113,808	5,761	119,569	326,811
Payroll processing and other services	82,012	14,433	7,398	13,284	9,643	10,357	12,260	149,387	40,848	3,140	43,988	193,375
Program partner fees (Note 1)	7,358	-	-	70,965	-	-	28,546	106,869	-	-	-	106,869
Donated professional services (Note 2I)	-	-	-	-	-	-	-	-	76,358	-	76,358	76,358
Travel and meetings	95,419	6,787	1,562	13,143	2,433	-	29,833	149,177	113,816	3,304	117,120	266,297
Office supplies and other	48,645	10,345	6,221	5,663	4,220	4,895	9,082	89,071	38,682	8,564	47,246	136,317
Credit card merchant fees	130,111	195	-	3,077	44	107	383	133,917	10,158	-	10,158	144,075
Insurance	22,471	3,048	1,306	1,176	3,150	2,177	3,606	36,934	10,722	1,347	12,069	49,003
Equipment rental and repairs (Note 8)	23,523	3,837	1,673	1,922	2,192	2,047	2,661	37,855	9,176	1,320	10,496	48,351
Telecommunications	47,056	9,753	3,042	2,992	4,626	5,091	7,535	80,095	22,122	2,686	24,808	104,903
Postage	115,993	1,813	177	574	44	5,727	3,862	128,190	5,521	1,098	6,619	134,809
Printing	29,999	5,741	2,602	1,167	2,839	2,062	4,890	49,300	37,835	1,237	39,072	88,372
Depreciation and amortization (Note 5)	30,882	4,530	1,941	1,657	4,038	3,236	4,193	50,477	13,692	1,942	15,634	66,111
Bad debt expense	-	-	-	-	-	-	-	-	10,800	-	10,800	10,800
Moving expenses (Note 8)	-	-	-	-	-	-	-	-	84,343	-	84,343	84,343
Subtotal	4,466,394	648,047	314,488	606,538	536,683	545,440	751,202	7,868,792	2,514,472	181,240	2,695,712	10,564,504
Participant expenses (Note 2J)	2,174,430	2,916,855	410,330	1,784,715	1,076,229	609,395	212,582	9,184,536	26,201	4,347	30,548	9,215,084
TOTAL EXPENSES	\$ 6,640,824	\$ 3,564,902	\$ 724,818	\$ 2,391,253	\$ 1,612,912	\$ 1,154,835	\$ 963,784	\$ 17,053,328	\$ 2,540,673	\$ 185,587	\$ 2,726,260	\$ 19,779,588

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

CULTURAL VISTAS, INC.
CONSOLIDATED STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED DECEMBER 31, 2018 AND 2017

	2018	2017
CASH FLOWS FROM OPERATING ACTIVITIES:		
Change in net assets	\$ (1,152,042)	\$ 762,839
Adjustments to reconcile change in net assets to net cash used in operating activities:		
Bad debt expense	3,787	10,800
Depreciation and amortization	84,250	66,111
Contributions restricted for endowment	(9,153)	(1,000)
Realized gain on investments	(199,035)	(76,558)
Unrealized loss (gain) on investments	882,184	(1,082,932)
Changes in operating assets and liabilities:		
(Increase) or decrease in assets:		
Accounts receivable, net	(246,078)	(10,996)
Prepaid expenses and other assets	55,374	(31,817)
Security deposits	114,040	(288,410)
(Decrease) increase in liabilities:		
Accounts payable and accrued expenses	(1,847)	417,318
Deposits from participants	(46,366)	(6,590)
Deferred revenue	100,295	(115,989)
Deferred rent	370,169	(40,310)
Advances from grantors	(290,077)	(13,529)
Net Cash Used in Operating Activities	(334,499)	(411,063)
CASH FLOWS FROM INVESTING ACTIVITIES:		
Purchases of property and equipment	(482,240)	(130,220)
Proceeds from sale of investments	1,572,645	673,620
Purchases of investments	(708,467)	(458,500)
Net Cash Provided by Investing Activities	381,938	84,900
CASH FLOWS FROM FINANCING ACTIVITIES:		
Proceeds from contributions restricted for endowment	9,153	1,000
Net Cash Provided by Financing Activities	9,153	1,000
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	56,592	(325,163)
Cash and cash equivalents - beginning of year	325,731	650,894
CASH AND CASH EQUIVALENTS - END OF YEAR	\$ 382,323	\$ 325,731

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

CULTURAL VISTAS, INC.
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2018 AND 2017

NOTE 1 – ORGANIZATION AND NATURE OF ACTIVITIES

Founded in 1963 and incorporated in New York State, Cultural Vistas, Inc. (“CV”) is a nonprofit exchange organization promoting global understanding and collaboration among individuals and institutions. We develop international professional experiences that create more informed, skilled, and engaged citizens. Our programs empower people to drive positive change in themselves, their organizations, and society. CV possesses over 50 years of exchange experience working with more than 100,000 participants from over 130 countries around the world. CV is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code and is classified as a publicly supported organization under Section 509(a). In addition, CV supports Cultural Vistas gGmbH, an office located in Berlin which is a separately incorporated entity in Germany, whose mission is the same as CV, and in which CV is the sole corporate member. All significant intercompany balances and transactions have been eliminated during the consolidation.

Programs operated by CV are summarized below:

- CV was authorized by the U.S. Department of State as a **J-1 Exchange Visitor Program Sponsor** for four categories in 2018: Intern, Trainee, Teacher and Korea WEST. Its **Train USA, and WEST as well as Short-term Programs** such as U.S. Embassy study tours provide students and professionals from all over the world the opportunity to enhance their professional skills and gain knowledge of American business practices by interning or training for three weeks to eighteen months at U.S. companies and institutions.
- U.S. State Department public diplomacy initiatives:
 - The **International Visitor Leadership Program (“IVLP”)** is the flagship professional exchange program of the U.S. Department of State, Bureau of Educational and Cultural Affairs. IVLP builds mutual understanding through carefully designed short-term visits to the United States for current and emerging foreign leaders. Each year, IVLP brings more than 5,500 participants to the United States from countries all over the world to meet and confer with their professional counterparts and gain firsthand knowledge about the United States, its people, policies and culture. As one of only eight National Program Agencies, CV works in coordination with the U.S. Department of State to administer, design and implement 444 IVLP programs that directly support U.S. foreign policy goals.
 - The **Congress-Bundestag Youth Exchange for Young Professionals** is a reciprocal scholarship program with a strong focus on cultural exchange. It is designed to give participants an understanding of everyday life, education and professional training in Germany and the United States. In the U.S., the program is funded by the Bureau of Educational and Cultural Affairs of the Department of State. In Germany, it is funded through the Administration of the Bundestag (Parliament) and administered by GIZ: Deutsche Gesellschaft fuer Internationale Zusammenarbeit.
 - The **Edmund S. Muskie Internship Program** is a summer internship program funded by the U.S. Department of State that provides emerging leaders from Eastern Europe, the Caucasus, and Central Asia with the opportunity to gain real-world experience complementing and enriching their graduate studies in the United States. The program includes virtual learning, training sessions on team-building, community service volunteering, policy brief development, and 3-month professional internships with U.S. government agencies, NGOs, and businesses.

CULTURAL VISTAS, INC.
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2018 AND 2017

NOTE 1 – ORGANIZATION AND NATURE OF ACTIVITIES (Continued)

- The **Young Southeast Asian Leaders Initiative (YSEALI)** seeks to build the leadership capabilities of youth in the region, strengthen ties between the United States and Southeast Asia, and nurture an Association of Southeast Asian Nations (“ASEAN”) community of leaders who work across borders to solve common issues. In 2018, CV administered the YSEALI Seeds for the Future Small Grants Program, a competition for which teams of YSEALI members submit proposals for small grants to implement innovative projects that address issues and opportunities in communities throughout ASEAN. In addition, CV collaborated with the State Department Office of International Information Programs to implement a Tech Camp in Jakarta in August 2017, and in 2018 the participants worked in groups to identify real challenges they face in their professional lives, and groups were supported by small grants to implement appropriate community service projects in the region after the Tech Camp. This program is included within short-term programs on the accompanying consolidated statements of activities.
- The **Robert Bosch Foundation Fellowship**, funded by the Robert Bosch Stiftung in Stuttgart, Germany, enables young American professionals to participate in an extensive work and study program in Germany. Although a prime goal of this program is the advancement of transatlantic relations, it also contributes to the participants’ professional competence and expertise, and broadens their cultural horizons.
- The **Alfa Fellowship Program**, funded by Alfa-Bank in Moscow, is designed to address the problem that there are still too few experts in the U.S. and Europe with direct, meaningful experience in the modern business, government, public policy, and cultural environment of Russia. The program provides an exciting opportunity for young professionals from the U.S., Britain and Germany to live and work in Russia and to enable them to develop a genuine expertise through individualized professional assignments.
- **Internships Abroad** offers an array of personalized and enriching professional internship and training programs for American students and young professionals in Argentina, Brazil, Chile, France, Germany, Ireland, Spain, and Switzerland. The programs are tailored to participants’ specific skill sets, ambitions, and career aspirations. The program allows participants to see the world, experience new cultures firsthand, and gain the transferable skills that will set them apart in today’s global marketplace. In 2018, the **Cultural Vistas Fellowship** also provided 14 full scholarships for 3 month programs in Germany, Hong Kong and Argentina.
- **International Association for the Exchange of Students for Technical Experience (“IAESTE”)** is a longstanding, reciprocal exchange program dedicated to developing global skills in tomorrow’s leaders through career-building internships for international and American students majoring in science and technical fields. The IAESTE network consists of organizations in more than 80 countries and CV is the national agency representing the United States.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

- A. CV’s consolidated financial statements have been prepared on the accrual basis of accounting. CV adheres to accounting principles generally accepted in the United States of America (“U.S. GAAP”).
- B. CV considers all highly liquid investments with original maturities of 90 days or less when acquired to be cash equivalents.
- C. CV maintains its net assets under the following two classes:
 - Without donor restrictions:
 - Operating - this represents resources received that have not been restricted by the donor. Such resources are available to support CV’s operations over which the Board of Directors has discretionary control.
 - Board Designated Scholarship Fund - consists of funds designated by the Board of Directors to be used for scholarships for American participants abroad.

CULTURAL VISTAS, INC.
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2018 AND 2017

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

- With donor restrictions – resources received with donor stipulations that limit the use of the donated assets or that have time restrictions placed on their use, including endowment net assets that must be invested in perpetuity. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the consolidated statements of activities as net assets released from restrictions.
- D. CV includes in its definition of operations all revenues and expenses that are an integral part of its programs and supporting activities. Investment activity is recognized as a nonoperating activity.
- E. Revenue from government grants and contracts designated for use toward specific activities is recognized in the period when the expenses have been incurred in compliance with the grantor's conditions. Cash received in excess of revenue recognized is recorded as advances from grantors in the accompanying consolidated statements of financial position.
- F. Investments are reported at fair value based on quoted prices in an active market, as described in Note 10. Donated securities are recorded at their fair market value on the date received using an average of the high and low price on the date received. Investment activity is recorded as non-operating revenue or loss in net assets without donor restrictions unless restricted by the donor or law and is recorded net of any investment fees.
- G. Property and equipment is stated at cost less accumulated depreciation. These amounts do not purport to represent replacement or realizable values. CV capitalizes all property and equipment having a cost of \$1,000 or more and a useful life of at least two years. Depreciation is provided on a straight-line basis over the estimated useful lives of the assets. Leasehold improvements are amortized over the lesser of the useful lives of the assets or the life of the lease.
- H. CV leases real property in New York City. For the years ended December 31, 2018 and 2017, CV recorded an increase (decrease) to rent expense to reflect its straight-lining policy that amounted to \$377,889 and \$(47,966), respectively. CV also leases real property Washington, DC. For the years ended December 31, 2018 and 2017, CV recorded an increase (decrease) to rent expense at this location to reflect its straight-lining policy that amounted to \$(7,720) and \$7,656, respectively. Straight-lining of rent expense gives rise to a timing difference that is reflected as deferred rent in the accompanying consolidated statements of financial position.
- I. CV records donated services at their fair value on the date of receipt. Donated services are reported as contributions when the services create or enhance nonfinancial assets or require specialized skills and are provided by individuals possessing those skills. CV recognized contributed legal services amounting to \$60,000 and \$76,358, as in-kind contributions and donated professional fees in the accompanying consolidated statements of activities and functional expenses for the years ended December 31, 2018 and 2017, respectively.
- J. CV recognizes income for program administration fees and program revenues. Program administration fee revenue includes administrative fees paid by individuals, corporations, foundations or government grants for their participation in the programs that CV offers, as described in Note 1, and includes items such as insurance and application fees. Program revenues represent revenues directly related to implementing the exchange program activities that CV offers. Participant expenses include stipends, tuition, insurance, transportation and accommodations paid by CV on behalf of program participants. CV includes insurance premiums and participant programming expenses relating to a subsequent year as prepaid expenses. In addition, CV records monies received from participants for expenses occurring in a subsequent year as a liability. Program administrative fee revenues and expenses are recognized in the calendar year for which they are earned or incurred.

CULTURAL VISTAS, INC.
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2018 AND 2017

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

- K. As of December 31, 2018 and 2017, CV determined that an allowance for doubtful accounts of \$800 for uncollectible receivables was necessary. Such estimate is based on management’s evaluation of the creditworthiness of its donors and grantors, the aged basis of its receivables, as well as current economic conditions and historical information. All receivables are expected to be collected within one year.
- L. CV receives payments from participants before the commencement of programs. Such amounts are reflected as deferred revenue.
- M. Functional expenses of program and supporting services activities have been summarized on a functional basis in the statements of activities. The statements of functional expenses present the natural classification detail of expenses by function. Accordingly, certain costs have been allocated among the programs and supporting services benefited. The expenses that are allocated include salaries and payroll taxes and employee benefits, which are allocated on the basis of estimates of time and effort. Other allocated expenses include rent, office supplies and other, insurance, depreciation, and telecommunications which are allocated on the basis of full-time employees per program.
- N. The preparation of the consolidated financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect certain reported amounts and disclosures at the date of the consolidated financial statements. Actual results could differ from those estimates.
- O. Certain line items in the December 31, 2017 financial statements have been reclassified to conform to the December 31, 2018 presentation. These changes had no impact on the change in net assets for the year ended December 31, 2017.
- P. Financial Accounting Standards Board (“FASB”) Accounting Standards Update (“ASU”) 2016-14, “Not-for-Profit Entities” was adopted for the year ended December 31, 2018. ASU 2016-14 provides for a number of changes, including the presentation of two classes of net assets and enhanced disclosure on liquid resources and expense allocation. These changes had no impact on the change in net assets for the year ended December 31, 2018. Net assets as of December 31, 2017 were reclassified to conform to the new presentation.

NOTE 3 – LIQUIDITY AND AVAILABILITY OF RESOURCES FOR GENERAL EXPENDITURES

CV regularly monitors liquidity required to meet its operating needs, while also striving to maximize the investment of its available funds. CV has various sources of liquidity at its disposal, including cash and cash equivalents and marketable debt and equity securities. For the purposes of analyzing resources available to meet general expenditures over a twelve-month period, CV considers all expenditures related to its ongoing program activities as well as service undertaken to support those activities to be general expenditures. Many of CV’s expenses are paid on behalf of CV’s program participants and are funded directly by related program revenue (see Note 2J).

As of December 31, 2018, financial assets were as follows:

Cash and cash equivalents	\$ 382,323
Accounts receivable, net	651,796
Investments	9,584,405
Security deposits	<u>367,843</u>
	<u>\$ 10,986,367</u>

As of December 31, 2018, financial assets available to meet general expenditures over the next year were as follows:

Cash and cash equivalents	\$ 382,323
Accounts receivable	651,796
Investments not included in endowment funds	<u>8,378,538</u>
	<u>\$ 9,412,657</u>

CULTURAL VISTAS, INC.
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2018 AND 2017

NOTE 4 – INVESTMENTS

Investments consist of the following as of December 31:

	<u>2018</u>	<u>2017</u>
Mutual funds	\$ 9,584,405	\$ 11,131,732
	<u>\$ 9,584,405</u>	<u>\$ 11,131,732</u>

Investments are subject to market volatility that could substantially change their value in the near term.

Investment activity consists of the following for the years ended December 31, 2018 and 2017:

	<u>2018</u>	<u>2017</u>
Interest and dividends	\$ 256,216	\$ 254,675
Realized gain on investments	199,035	76,558
Unrealized (loss) gain on investments	(882,184)	1,082,932
Investment fees	<u>(19,752)</u>	<u>(21,304)</u>
	<u>\$ (446,685)</u>	<u>\$ 1,392,861</u>

NOTE 5 – PROPERTY AND EQUIPMENT

Property and equipment consist of the following as of December 31:

	<u>2018</u>	<u>2017</u>	<u>Estimated Useful Lives</u>
Furniture and equipment	\$ 939,781	\$ 926,981	3-8 years
Leasehold improvements	<u>348,272</u>	<u>22,342</u>	15 years
Total	1,288,053	949,323	
Less: Accumulated depreciation and amortization	<u>(642,239)</u>	<u>(701,499)</u>	
Net book value	<u>\$ 645,814</u>	<u>\$ 247,824</u>	

Depreciation and amortization expense amounted to \$84,250 and \$66,111 for the years ended December 31, 2018 and 2017, respectively. During the years ended December 31, 2018 and 2017, CV wrote off fully depreciated and fully amortized assets amounting to \$143,510 and \$0, respectively, which were primarily related to a change in office locations.

NOTE 6 – PENSION PLAN

CV has a defined-contribution pension plan pursuant to U.S. Internal Revenue Code Section 401 that covers employees who work more than twenty hours per week after one year of service. CV matches 2% of employees' contributions based on qualifying salaries. Total pension expense for the years ended December 31, 2018 and 2017, amounted to \$72,867 and \$62,010, respectively.

NOTE 7 – ENDOWMENT NET ASSETS

Net assets with donor restrictions include unappropriated earnings from endowment funds amounting to \$96,079 and \$126,641 as of December 31, 2018 and 2017, respectively. Net assets released from donor restrictions relate to appropriations to fund certain scholarships of participants to satisfy donor restrictions.

CV adheres to the New York Prudent Management of Institutional Funds Act ("NYPMIFA"). NYPMIFA creates a rebuttable presumption of imprudence if an organization appropriates more than 7% of a donor-restricted endowment fund's fair value (averaged over a period of not less than the preceding five years) in any year. Any unappropriated earnings that would otherwise be considered net assets without donor restrictions by the donor must be reflected as net assets with donor restrictions until appropriated by CV.

CULTURAL VISTAS, INC.
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2018 AND 2017

NOTE 7 – ENDOWMENT NET ASSETS (Continued)

CV's Board of Directors has interpreted NYPMIFA as allowing CV to appropriate for expenditure or accumulate so much of an endowment fund as CV determines is prudent for the uses, benefits, purposes and duration for which the endowment fund is established, subject to the intent of the donor as expressed in the gift instrument.

CV's endowment investment policy is to invest in fixed income and equities based on an asset allocation with the objective of capital appreciation. Donor-restricted endowment funds are invested separately from CV's other assets. Annual spending from the endowment fund for scholarships is established by the Board of Directors prior to the beginning of each fiscal year as part of the annual budget process.

From time to time, the fair value of individual donor-restricted endowment funds may fall below the level that the donor requires CV to retain as a fund of perpetual duration. Such deficiencies are reported as net assets with donor restrictions. There were no such deficiencies as of December 31, 2018 and 2017.

As discussed in Note 2C, CV also has a Board-designated fund to make scholarships for American participants abroad. This fund is included in net assets without donor restrictions.

Changes in endowment net assets were as follows for the year ended December 31, 2018:

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>2018 Total</u>
Investment activity	\$ -	\$ (6,768)	\$ (6,768)
Contributions	-	9,153	9,153
Appropriations of endowment earnings	-	(32,947)	(32,947)
Spending from Board-designated funds	<u>(52,853)</u>	<u>-</u>	<u>(52,853)</u>
Total change in endowment net assets	(52,853)	(30,562)	(83,415)
Endowment net assets, beginning of year	<u>539,073</u>	<u>750,209</u>	<u>1,289,282</u>
Endowment net assets, end of year	<u>\$ 486,220</u>	<u>\$ 719,647</u>	<u>\$ 1,205,867</u>

Changes in endowment net assets were as follows for the year ended December 31, 2017:

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>2017 Total</u>
Investment activity	\$ -	\$ 57,934	\$ 57,934
Contributions	-	10,443	10,443
Appropriations of endowment earnings	-	(37,953)	(37,953)
Spending from Board-designated funds	<u>(53,044)</u>	<u>-</u>	<u>(53,044)</u>
Total change in endowment net assets	(53,044)	30,424	(22,620)
Endowment net assets, beginning of year	<u>592,117</u>	<u>719,785</u>	<u>1,311,902</u>
Endowment net assets, end of year	<u>\$ 539,073</u>	<u>\$ 750,209</u>	<u>\$ 1,289,282</u>

NOTE 8 – COMMITMENTS AND CONTINGENCIES

A. CV's lease for its New York office expired in May 2018 and CV entered into a new operating lease at a different location expiring in early 2034. CV incurred moving expenses to its new location amounting to \$65,477 and \$84,343 for the years ended December 31, 2018 and 2017, respectively, which are reflected in the accompanying consolidated statements of functional expenses. CV also has a lease for its Washington, DC office expiring September 30, 2025. The lessor at the Washington DC location provided CV a construction allowance in the amount of \$198,787, which CV recognized as deferred rent that is amortized as a reduction to rent expense over the lease term in accordance with Accounting Standards Codification ("ASC") 840-20, "Accounting for Leases." CV also has various equipment operating lease agreements for copiers and printers at its New York and Washington, DC offices.

CULTURAL VISTAS, INC.
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2018 AND 2017

NOTE 8 – COMMITMENTS AND CONTINGENCIES (Continued)

Future minimum rental commitments for the years ending subsequent to December 31, 2018 are as follows:

	<u>Real Property</u>	<u>Equipment</u>	<u>Total</u>
2019	\$ 1,103,000	\$ 18,000	\$ 1,121,000
2020	1,293,000	18,000	1,311,000
2021	1,272,000	18,000	1,290,000
2022	1,354,000	18,000	1,372,000
2023	1,428,000	15,000	1,443,000
Thereafter	<u>9,778,000</u>	<u>-</u>	<u>9,778,000</u>
	<u>\$16,228,000</u>	<u>\$ 87,000</u>	<u>\$16,315,000</u>

Rent expense amounted to \$1,347,895 and \$1,232,379 for the years ended December 31, 2018 and 2017, respectively, and is included in rent expense in the accompanying consolidated statements of functional expenses. Equipment lease expense amounted to approximately \$31,000 and \$22,000 for the years ended December 31, 2018 and 2017, respectively and is included in equipment rental and repairs expense in the accompanying consolidated statements of functional expenses.

- B. CV sub-leases a portion of its Washington, DC space expiring September 30, 2025 and received rental income of approximately \$175,000 and \$163,000 for the years ended December 31, 2018 and 2017, respectively. This is reflected as rental income in the accompanying consolidated statements of activities. The approximate future minimum annual rentals to be received under the leases for the years ending after December 31, 2018 are as follows:

2019	\$ 212,000
2020	210,000
2021	178,000
2022	185,000
2023	192,000
Thereafter	<u>338,000</u>
	<u>\$ 1,315,000</u>

- C. CV believes it has no uncertain tax positions in accordance with Accounting Standards Codification (“ASC”) Topic 740, which provides standards for establishing and classifying any tax provisions for uncertain tax positions.

NOTE 9 – CONCENTRATIONS

Cash and cash equivalents that potentially subject CV to a concentration of credit risk include cash accounts with one bank that exceeded the Federal Deposit Insurance Corporation (“FDIC”) insurance limits by approximately \$155,000 and \$7,000 as of December 31, 2018 and 2017, respectively. Cash accounts in this bank are insured up to \$250,000.

NOTE 10 – FAIR VALUE MEASUREMENTS

Fair value measurements are 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. In order to increase consistency and comparability in fair value measurements, a fair value hierarchy prioritizes observable and unobservable inputs used to measure fair value into three levels.

CULTURAL VISTAS, INC.
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2018 AND 2017

NOTE 10 – FAIR VALUE MEASUREMENTS (Continued)

The three levels of the fair value hierarchy under FASB ASC 820 are described as follows:

Level 1 - Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the plan has the ability to access.

Level 2 - Inputs to the valuation methodology include: quoted prices for similar assets or liabilities in active markets; quoted prices for identical or similar assets or liabilities in inactive markets; inputs other than quoted prices that are observable for the assets or liability; inputs that are derived principally from or corroborated by observable market data by correlation or other means. If the asset or liability has a specified (contractual) term, the Level 2 input must be observable for substantially the full term of the asset or liability.

Level 3 - Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets measured at fair value. There have been no changes in the methodologies used as of December 31, 2018 and 2017.

Mutual Funds:

Mutual funds are valued at the daily closing price as reported by the fund. Mutual funds held by CV are open-end mutual funds that are registered with the Securities and Exchange Commission. These funds are required to publish their daily net asset value and to transact at that price. The mutual funds held by CV are deemed to be actively traded.

Financial assets carried at fair value at December 31, 2018 are classified in the table below as follows:

	Level 1	2018 Total
Investments:		
Mutual Funds	\$ 9,584,405	\$ 9,584,405
	\$ 9,584,405	\$ 9,584,405

Financial assets carried at fair value at December 31, 2017 are classified in the table below as follows:

	Level 1	2017 Total
Investments:		
Mutual Funds	\$ 11,131,732	\$ 11,131,732
	\$ 11,131,732	\$ 11,131,732

NOTE 11 – SUBSEQUENT EVENTS

Management has evaluated for potential recognition and disclosure, events subsequent to the date of the statement of financial position through May 8, 2019, the date the consolidated financial statements were available to be issued.

CULTURAL VISTAS, INC.
CONSOLIDATING SCHEDULE OF FINANCIAL POSITION
AS OF DECEMBER 31, 2018
(With Comparative Totals for December 31, 2017)

	As of December 31, 2018			Consolidated Total 2017
	Cultural Vistas United States	Cultural Vistas gGmbH	Consolidated Total 2018	
ASSETS				
Cash and cash equivalents	\$ 292,411	\$ 89,912	\$ 382,323	\$ 325,731
Accounts receivable, net	650,689	1,107	651,796	409,505
Investments	9,584,405	-	9,584,405	11,131,732
Prepaid expenses and other assets	508,712	2,151	510,863	566,237
Security deposits	367,843	-	367,843	481,883
Property and equipment, net	645,410	404	645,814	247,824
TOTAL ASSETS	\$ 12,049,470	\$ 93,574	\$ 12,143,044	\$ 13,162,912
LIABILITIES				
Accounts payable and accrued expenses	\$ 580,953	\$ 10,953	\$ 591,906	\$ 593,753
Deposits from participants	239,092	-	239,092	285,458
Deferred revenue	864,177	-	864,177	763,882
Deferred rent	966,094	-	966,094	595,925
Advances from grantors	1,248,235	-	1,248,235	1,538,312
TOTAL LIABILITIES	3,898,551	10,953	3,909,504	3,777,330
NET ASSETS				
Without donor restrictions:				
Operating	6,945,052	82,621	7,027,673	8,096,300
Board designated scholarship fund	486,220	-	486,220	539,073
Total without donor restrictions	7,431,272	82,621	7,513,893	8,635,373
With donor restrictions:				
Unappropriated endowment earnings	96,079	-	96,079	126,641
Endowment corpus	623,568	-	623,568	623,568
Total with donor restrictions	719,647	-	719,647	750,209
TOTAL NET ASSETS	8,150,919	82,621	8,233,540	9,385,582
TOTAL LIABILITIES AND NET ASSETS	\$ 12,049,470	\$ 93,574	\$ 12,143,044	\$ 13,162,912

CULTURAL VISTAS, INC.
CONSOLIDATING SCHEDULE OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2018
(With Comparative Totals for the Year Ended December 31, 2017)

	Year Ended December 31, 2018						
	Cultural Vistas United States			Cultural Vistas gGmbH			
	Without Donor Restrictions	With Donor Restrictions	Total	Without Donor Restrictions	Consolidating Eliminations	Consolidated Total 2018	Consolidated Total 2017
OPERATING SUPPORT AND REVENUE:							
Program administration fees	\$ 7,802,740	\$ -	\$ 7,802,740	\$ 125,911	\$ -	\$ 7,928,651	\$ 8,075,038
Program revenues	3,789,967	-	3,789,967	50,507	-	3,840,474	3,864,370
Program partner fees	-	-	-	180,908	(180,908)	-	-
Government contracts	7,575,490	-	7,575,490	-	-	7,575,490	6,865,147
Contributions	22,681	9,153	31,834	-	-	31,834	106,089
Special events (net of direct expenses of \$90,318)	70,727	-	70,727	-	-	70,727	-
Contributed services	60,000	-	60,000	-	-	60,000	76,358
Rental income	175,153	-	175,153	-	-	175,153	162,564
Net assets released from restrictions	32,947	(32,947)	-	-	-	-	-
TOTAL OPERATING SUPPORT AND REVENUE	19,529,705	(23,794)	19,505,911	357,326	(180,908)	19,682,329	19,149,566
OPERATING EXPENSES:							
Program services:							
Train USA and WEST Programs	6,061,987	-	6,061,987	18,330	(60,303)	6,020,014	6,640,824
International Visitor Leadership Program	4,486,169	-	4,486,169	-	-	4,486,169	3,564,902
Edmund S. Muskie Internship Program	789,064	-	789,064	-	-	789,064	724,818
Short-term Programs	2,242,349	-	2,242,349	120,714	-	2,363,063	2,391,253
Robert Bosch and Alfa Fellowships	1,603,989	-	1,603,989	62,759	(20,101)	1,646,647	1,612,912
Congress-Bundestag Youth Exchange	1,223,490	-	1,223,490	-	-	1,223,490	1,154,835
Internships Abroad and IAESTE Programs	1,122,569	-	1,122,569	88,797	(40,201)	1,171,165	963,784
Total program services	17,529,617	-	17,529,617	290,600	(120,605)	17,699,612	17,053,328
Supporting services:							
Management and general	2,435,566	-	2,435,566	38,198	(60,303)	2,413,461	2,540,673
Fundraising	274,613	-	274,613	-	-	274,613	185,587
Total supporting services	2,710,179	-	2,710,179	38,198	(60,303)	2,688,074	2,726,260
TOTAL OPERATING EXPENSES	20,239,796	-	20,239,796	328,798	(180,908)	20,387,686	19,779,588
CHANGE IN NET ASSETS FROM OPERATIONS	(710,091)	(23,794)	(733,885)	28,528	-	(705,357)	(630,022)
NON-OPERATING REVENUE:							
Investment activity	(439,917)	(6,768)	(446,685)	-	-	(446,685)	1,392,861
TOTAL NON-OPERATING REVENUE	(439,917)	(6,768)	(446,685)	-	-	(446,685)	1,392,861
CHANGE IN NET ASSETS	(1,150,008)	(30,562)	(1,180,570)	28,528	-	(1,152,042)	762,839
Net assets - beginning of year	8,581,280	750,209	9,331,489	54,093	-	9,385,582	8,622,743
NET ASSETS - END OF YEAR	\$ 7,431,272	\$ 719,647	\$ 8,150,919	\$ 82,621	\$ -	\$ 8,233,540	\$ 9,385,582

CULTURAL VISTAS, INC.
CONSOLIDATING SCHEDULE OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2018
(With Comparative Totals for the Year Ended December 31, 2017)

	Year Ended December 31, 2018																				
	Cultural Vistas United States											Cultural Vistas gGmbH									
	Program Services								Supporting Services			Supporting Services									
	Inbound Programs				Reciprocal and Outbound Programs				Total Program Services	Management and General	Fund Raising	Total Supporting Services	Total	Program Services	Management and General	Fund Raising	Total Supporting Services	Total	Consolidating Eliminations	Consolidated Total 2018	Consolidated Total 2017
Train USA and WEST Programs	International Visitor Leadership Program	Edmund S. Muskie Internship Program	Short- Term Programs	Robert Bosch and Alfa Fellowships	Congress- Bundestag Youth Exchange	Internships Abroad IAESTE and CV Fellows Programs	Total Program Services	Management and General													
Salaries	\$ 2,198,408	\$ 411,233	\$ 200,713	\$ 353,012	\$ 364,299	\$ 347,148	\$ 413,235	\$ 4,288,048	\$ 1,153,099	\$ 172,859	\$ 1,325,958	\$ 5,614,006	\$ 167,621	\$ 24,853	\$ -	\$ 24,853	\$ 192,474	\$ -	\$ 5,806,480	\$ 6,096,076	
Payroll taxes and employee benefits	538,243	107,207	46,019	52,541	90,241	82,488	104,322	1,021,061	297,913	26,695	324,608	1,345,669	36,579	1,919	-	1,919	38,498	-	1,384,167	1,399,255	
Total Salaries and Related Costs	2,736,651	518,440	246,732	405,553	454,540	429,636	517,557	5,309,109	1,451,012	199,554	1,650,566	6,959,675	204,200	26,772	-	26,772	230,972	-	7,190,647	7,495,331	
Occupancy	554,288	114,560	49,063	44,275	73,561	81,048	100,303	1,017,098	286,956	29,562	316,518	1,333,616	9,917	4,362	-	4,362	14,279	-	1,347,895	1,232,379	
Professional and computer services	234,386	26,725	13,829	18,696	19,912	22,738	24,652	360,938	95,882	5,558	101,440	462,378	5,092	194	-	194	5,286	-	467,664	326,811	
Payroll processing and other services	68,871	14,319	6,996	11,296	9,935	9,502	11,487	132,406	36,402	5,646	42,048	174,454	4,135	4,180	-	4,180	8,315	-	182,769	193,375	
Program partner fees	74,954	-	-	81,262	20,101	-	88,443	264,760	68,803	-	68,803	333,563	3,082	-	-	-	3,082	(180,908)	155,737	106,869	
Donated professional services	-	-	-	-	-	-	-	-	60,000	-	60,000	60,000	-	-	-	-	-	-	60,000	76,358	
Travel and meetings	81,377	9,912	761	4,830	1,594	627	19,277	118,378	160,971	11,848	172,819	291,197	7,529	449	-	449	7,978	-	299,175	266,297	
Office supplies and other	39,768	9,731	4,448	5,711	4,993	4,781	11,182	80,614	33,106	13,580	46,686	127,300	1,603	789	-	789	2,392	-	129,692	136,317	
Credit card merchant fees	121,348	197	79	1,383	138	149	253	123,547	6,697	276	6,973	130,520	288	58	-	58	346	-	130,866	144,075	
Insurance	18,833	3,801	1,645	1,361	3,176	2,835	3,743	35,394	9,188	795	9,983	45,377	1,774	807	-	807	2,581	-	47,958	49,003	
Equipment rental and repairs	17,294	3,536	1,534	1,236	2,310	2,499	3,150	31,559	8,734	910	9,644	41,203	1,258	-	-	1,258	-	-	42,461	48,351	
Telecommunications	34,321	9,937	3,387	3,168	4,253	5,138	7,181	67,385	21,653	1,525	23,178	90,563	622	208	-	208	830	-	91,393	104,903	
Postage	126,504	2,311	215	497	931	5,300	3,456	139,214	6,124	2,230	8,354	147,568	235	100	-	100	335	-	147,903	134,809	
Printing	22,613	6,105	1,403	3,320	2,588	3,091	5,496	44,616	39,400	1,745	41,145	85,761	124	62	-	62	186	-	85,947	88,372	
Depreciation	34,564	6,968	3,073	2,510	5,857	5,309	6,983	65,264	17,023	1,384	18,407	83,671	386	193	-	193	579	-	84,250	66,111	
Bad debt expense	210	-	-	1,767	-	-	1,810	3,787	-	-	-	3,787	-	-	-	-	-	-	-	3,787	10,800
Moving expenses	-	-	-	-	-	-	-	-	65,477	-	65,477	65,477	-	-	-	-	-	-	-	65,477	84,343
Subtotal	4,165,982	726,542	333,165	586,865	603,889	572,653	804,973	7,794,069	2,367,428	274,613	2,642,041	10,436,110	240,245	38,174	-	38,174	278,419	(180,908)	10,533,621	10,564,504	
Participant expenses	1,896,005	3,759,627	455,899	1,655,484	1,000,100	650,837	317,596	9,735,548	68,138	-	68,138	9,803,686	50,355	24	-	24	50,379	-	9,854,065	9,215,084	
TOTAL EXPENSES	\$ 6,061,987	\$ 4,486,169	\$ 789,064	\$ 2,242,349	\$ 1,603,989	\$ 1,223,490	\$ 1,122,569	\$ 17,529,617	\$ 2,435,566	\$ 274,613	\$ 2,710,179	\$ 20,239,796	\$ 290,600	\$ 38,198	-	\$ 38,198	\$ 328,798	\$ (180,908)	\$ 20,387,686	\$ 19,779,588	