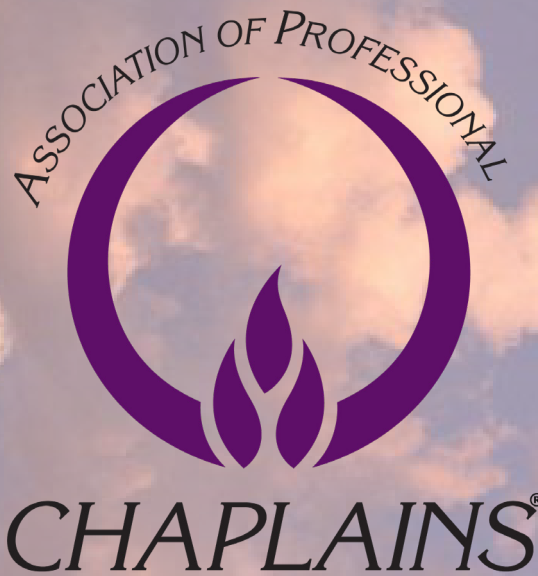


Association of Professional Chaplains.®



2019-2020 Annual Report

Association of Professional Chaplains
2800 W. Higgins Rd.
Suite 295
Hoffman Estates, IL 60169

LETTER FROM THE PRESIDENT AND CEO

The pages that follow are a summary of the activities and accomplishments of the Association of Professional Chaplains for the 2019-2020 fiscal year. In that time, APC has been hard at work, faithfully building APC, promoting professional chaplaincy, and advocating for spiritual care as essential to holistic care afforded patients, clients, employees, service members and others. This report describes only some of the accomplishments and highlights from our last fiscal year (November 1, 2019 - October 31, 2020).

Working successfully through a pandemic

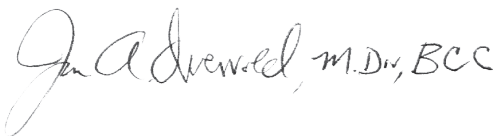
- APC staff went virtual on March 23, 2020. All staff members were able to successfully work from home during the pandemic. All staff members have APC laptops that enable them to work virtually. Weekly staff ZOOM calls and individual staff calls were scheduled and are ongoing to maintain the workflow.
- COVID 19 APC Roundtable Discussion Groups Calls and Professional Support Group Calls. Staff began member support calls on March 27. 1,850 members have attended support calls through October 31, 2020.
- Planning out scenarios based on the severity of the pandemic. In May the board reviewed three pandemic scenarios and formed a plan to guide the organization through the pandemic.
- In March of 2020, BCCI started to conduct certification interviews digitally via Zoom. These virtual board certification interviews continue to be refined; however, the virtual option has allowed for more diverse (age, religion, race, employment) committees and other benefits. BCCI will continue to hold certification interviews virtually until the pandemic is better under control.
- BCCI saw a record-breaking increase in the number of applications for certification. BCCI is pursuing additional information to see if this increase was caused by, or independent of the COVID-19 pandemic.

Proposed APC/ACPE Merger:

- APC board and staff have continued to have discussions with ACPE regarding a potential merger of the two organizations.
- Discussions moved from in person to entirely online since the beginning of the pandemic.
- Discussions included our outside consultant LaPiana and we have continued to keep the other strategic partners informed about the negotiations and potential future collaborations.
- These conversations have continued beyond the 2019-2020 fiscal year and will continue into 2021.

As the work of APC and our members continues, the board and membership will continue to be instrumental to advancing the quality of the profession and its scope in providing spiritual care for all those that want it. Our collective efforts will ensure a strong professional association for chaplains and ever improving care for those that we serve.

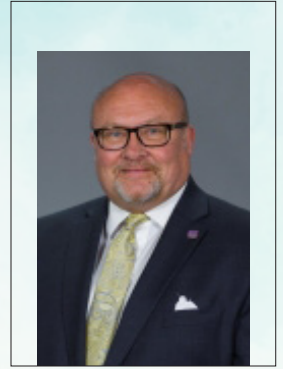
Blessings,



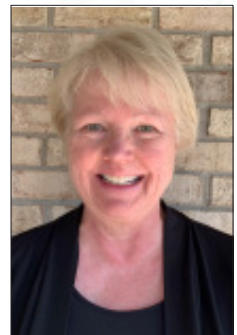
Rev. Jon A. Overvold MDiv BCC
President



Patricia F. Appelhans JD
Chief Executive Officer



Rev. Jon A. Overvold MDiv BCC



Patricia F. Appelhans JD

APC 2019-2020 HIGHLIGHTS

The Association of Professional Chaplains is a multi-faith nonprofit organization of chaplaincy care providers endorsed by faith/spiritual groups to serve persons in need, respecting their individual cultures, identities, and beliefs, in diverse settings throughout the world.

Membership

APC membership continued to increase. As of October 31, 2020, APC membership was 5,672.

Certification

- The number of BCCI certified chaplains increased to 3,998.
- Increased BCCI certification applications. The number of certification applications increased significantly this year. We believe the increase was because of virtual committee meetings, lack of certification committee meetings at the 2020 Joint Conference and the increase of institutions requiring certification.
- 495 applications were processed.
- 140 candidates were interviewed in person in March and virtually in July/August. 264 candidates were interviewed virtually in October.
- Seven people received the Palliative Care and Hospice Advanced Certification.

Marketing and Communications

- APC increased social media activity this year. The APC Twitter account has 1,152 followers, an increase of 87 from last year.
- The Facebook APC group has 5,224 members which is an increase of 292 members from last year.
- The LinkedIn APC group has 740 followers which is an increase of 178 followers from last year.

Education

- APC conducted a virtual Fall 2020 Symposium in September: Demonstrating value for the money: an introduction to the ROI methodology in Chaplaincy and Spiritual Care.
- Conducted ten webinars, four Journal Club sessions and one virtual Professional Development Intensive (PDI) this past year.

Finance

- The audit for fiscal year ending October 31, 2020, was completed with no concern from the auditors WSDD CPAs.
- APC ended the year with 1.9 million in net assets, with reserves at 73%.
- The APC's affiliate, the Board of Chaplaincy Certification Inc. had a good year with total revenues of \$820,053. BCCI made a \$413,325 contribution to APC.

Strategic Partners Leadership Group

- APC and ACPE have a Joint Professional Ethics Process. APC has been working with APC/ACPE and NACC to merge NACC into the joint ethics.
- APC was participating and facilitating the 2020 Joint Conference with ACPE, NACC, NAJC and CASC. Martha Rucker was the chair of the conference steering committee. APC was responsible for conference registration, vendors and fundraising. The conference was cancelled in March 2020 because of the restrictions placed upon travel and gatherings due to COVID-19.
- APC, ACPE, NAJC, and NACC have been working towards consolidation. The strategic partners hired LaPiana as consultants to help the organizations work toward a consolidation. NAJC and NACC will not be able to consolidate with APC and ACPE. NAJC and NACC will stay as separate entities but will buy into the services offered by the proposed entity. The proposed merger will be voted on by APC and ACPE memberships in 2021.

2020 Annual Conference

The 2020 Partners for Professional Excellence in Spiritual Care annual conference "2020 Vision; The Future of Spiritual Care" in Cleveland, OH, May 11-14, 2020, was cancelled in March 2020 because of the pandemic. Over 1,500 registrations were returned to the registrants of the conference.

APC 2019-2020 HIGHLIGHTS (CONT'D)

Collaborations with Other National Organizations

- APC CEO, Patricia Appelhans serves on the CSU Shiley Haynes Institute for Palliative Care National Advisory Board.
- APC partners with California State University on the Shiley Haynes Institute for Palliative Care course.
- Patricia Appelhans served as secretary for COMISS.
- APC and NACC partnered with the University of Louisville School of Public Health & Information Sciences CHOT to do research to understand the strengths of the current chaplaincy certification process as well as to identify concerns and questions about the processes involved in professional spiritual care certification. APC and NACC are working together to develop a plan on how to implement the data into the certification process.

National Coalition for Hospice and Palliative Care

- APC participates on monthly calls with the National Coalition for Hospice and Palliative Care. APC continues to receive opportunities to represent the voice of chaplains. Inetta Reddell, Jeff Garland, Anna Lee Hisey Pierson, Patricia Appelhans and Kyle Christiansen participate on these calls.
- In August 2020 Inetta Reddell and Jeffery Garland shared their personal and professional experience with racism and implicit bias with the Coalition.
- APC participated on the NQF Palliative and End of Life Care Standing Committee.
- Kyle Christiansen participates on the Communications and Advocacy committess.

NATIONAL OFFICE STAFF

Patricia Appelhans JD
Chief Executive Officer

Carol Pape CAE
Chief Operating Officer

Jerry Chiappetta
Education Manager

Kyle Christiansen MA
Membership and Marketing
Manager

Kim Clark
Administrative Finance
Coordinator

Diane Gerard
Membership Coordinator

Karen Parry
Certification Coordinator

Beth Stalec
Continuing Education and
Administrative Coordinator

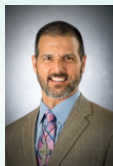
Julie Stroza
Certification Coordinator

Susan Venlos
Certification Assistant

APC BOARD OF DIRECTORS 2019-2020

Rev. Joseph Perez MDiv BCC

President, Executive Committee



Rev. Amy Karriker MDiv BCC

Director, Board liaison to Membership Committee, Standards Committee member



Rev. Jon Overvold MDiv BCC

President-elect, Executive Committee, Board Leadership Development and Nominating Committee Chair



Rev. Renato Santos DMin MDiv BCC LMH

Director, Membership Committee, Quality in Chaplaincy Care Committee member.



Rev. Dr. Jeffery T. Garland DMin EdS BCC

Treasurer, Executive Committee, Finance Committee Chair



Chaplain Mark LaRocca-Pitts PhD BCC

Director, Education Committee board liaison, Standards Committee Member, 2019 Annual Conference Committee board liaison



Rev. John Simon MDiv MTS BCC

Secretary, Executive Committee, Personnel Committee Chair, Finance Committee member, Professional Ethics Committee member



Rev. Jeffery N. Murphy MDiv BCC

Director, Board Leadership Development and Nominating Committee member, Standards Committee board liaison



Rev. Jana Troutman-Miller MA BCC

BCCI Representative, Executive Committee, Quality in Chaplaincy Care Committee member



Rev. Inetta Reddell MBE MACS MDiv BCC

Director, Quality Committee, Fund Development Committee, Communications Committee member, Board liaison to National Coalition of Hospice and Palliative Care Coalition



Rev. Joby Brown MDiv BCC

Director, Board liaison to Fund Development Committee, Finance Committee member



Douglas Stewart MDiv BCC MSME

Director, Finance Committee member, Quality in Chaplaincy Care Committee member



Rabbi Jodie Futornick DBE MA BCC

Director, Quality in Chaplaincy Care Committee Chair, Education Committee, Joint Research Council member



Patricia F. Appelhans JD

Ex-officio Member, Chief Executive Officer



DONORS

November 1, 2019 - October 31, 2020

With the generous support of our donors, APC promotes quality chaplaincy care of all persons in need by developing continuing education to strengthen professional excellence, establishing standards for board certification and professional practice, and providing essential information, knowledge and resources to chaplaincy professionals and institutions in which they serve.

Chaplain Clark Aist RBC	Chaplain Anne Gentile	Rev. Louise MacClanahan RBC	Rev. Douglas Stewart BCC
Chaplain Tahara Akmal BCC	Rev. John Gleason RBC	Chaplain Luz Maiuri BCC	Chaplain James Stoel BCC
Rev. Dr. S. B. Bagley RBC	Chaplain Linda Goldner	Rev. Marcia Marino RBC	Rev. Valerie Storms BCC
Chaplain Royce Ballard RBC	Chaplain Carl Greenawald RBC	Chaplain Joyce Martin BCC	Rev. Thomas (Tom) Struck BCC
Chaplain Melba Banks RBC	Chaplain Jerry Griffin RBC	Rev. Karl McBride RBC	Dr. Alexander Tartaglia RBC
Chaplain Jodell Barry BCC	Rev. Richard Haines RBC	Ms. Sarah McEvoy	Rev. Mary Thiel BCC
Chaplain Carol Bauer	Dr. Roger Harmon RBC	Rev. Melody Meeter RBC	Rev. Charles Tigard BCC
Rev. Frederick Beyer RBC	Chaplain Malcolm Hoffman RBC	Rev. Dr. John Moody RBC	Chaplain Patricia Tillman RBC
Rev. Louis Bier RBC	Chaplain Judith Holding RAC	Rev. Dr. Kate Morse BCC	Rev. Dr. Sonia Trew-Wisdom BCC
Chaplain Willard Blackall	Rev. Brian Hurley BCC	Rev. Jeffery Murphy BCC	Chaplain Jana Troutman-Miller BCC
Rev. Joan Blagg	Rev. David Hurst RBC	Rev. Dr. Joan Murray RBC	Rev. Leigh VanderMeer BCC
Rev. CarolSue Borkholder BCC	Rev. Janie Ito BCC	Dr. Omoviekovwa Nakireru BCC	Chaplain Emanuel Williams RBC
Dr. Margie Bowers-Atkinson BCC	Chaplain Daniel Itzler	Rev. Jean (Gina) O'Donnell	Chaplain Edward Williamson RBC
Rev. Thomas Brenner RBC	Chaplain Kenneth Jacobs RBC	Rev. Elizabeth Olson BCC	C.H. (Skip) Wisenbaker BCC
Rev. James Brown BCC	Rev. Lorie Jacobs	Rev. Jon Overvold BCC	Chaplain James Yoder RBC
Rev. Dr. Delois Brown-Daniels RBC	Rev. Dr. Paul Janke RAC	Chaplain Donna Peele BCC	
Rev. Florentino (Jun) Caole BCC	Rev. Christine Jones-Leavy RBC	Chaplain Joseph Perez BCC	
Chaplain Jose Colon BCC	Rev. Amy Karriker BCC	Chaplain David Pflieger RBC	
Rev. David Cowell BCC	Pastor Wilfred Kaweesa BCC	Rev. Nancy Piggott BCC	
Rev. Celeste Cox RBC	Chaplain Jennie Keating	Father Chris Ponnet BCC	
Chaplain Claire DeStefano RBC	Rev. Sharon Kim RBC	Chaplain Carl Price RBC	
Rabbi James Dvorin BCC	Chaplain Wayne Kinyon RBC	Rev. Inetta Reddell BCC	
Rev. Brand Eaton BCC	Rev. Linda Knight BCC	Rev. Roger Rider RBC	
Rev. Jude Egbeji BCC	Chaplain William Kouth RBC	Chaplain Hank Riffe	
Rev. James Elrod RBC	Rabbi Lowell Kronick BCC	Chaplain Gregory Robinson BCC	
Chaplain George Fitchett BCC	Chaplain Peter Kuhn BCC	Chaplain Renato Santos BCC	
Rev. Sarah Fogg RBC	Pastor Mark LaRocca-Pitts BCC	Rev. Donald Schmid RBC	
Sister Bernadette Fronmuller RAC	Rev. Dr. Timothy Ledbetter BCC	Chaplain Dean Schrock BCC	
Rabbi Jodie Futornick BCC	Rev. Garth Lehman RBC	Chaplain Robert (Bob) Shipps	
Rev. Dr. Jeffery Garland BCC-PHAC	Rev. Harry Litzenberg RBC	Chaplain Alvin Smith BCC	
Chaplain Sam Geli RBC	Chaplain Otis Lumpkin RBC	Chaplain Satoe Soga BCC	

In Honor of:

Chaplain Yuk-Chu Wong RBC in honor of Rabbi Goldstein with healing blessings for him

Jamie Wright donation in honor of Allison Draper

APC MISSION

The mission of the Association of Professional Chaplains is to promote quality chaplaincy care through advocacy, education, professional standards, and service to our members.

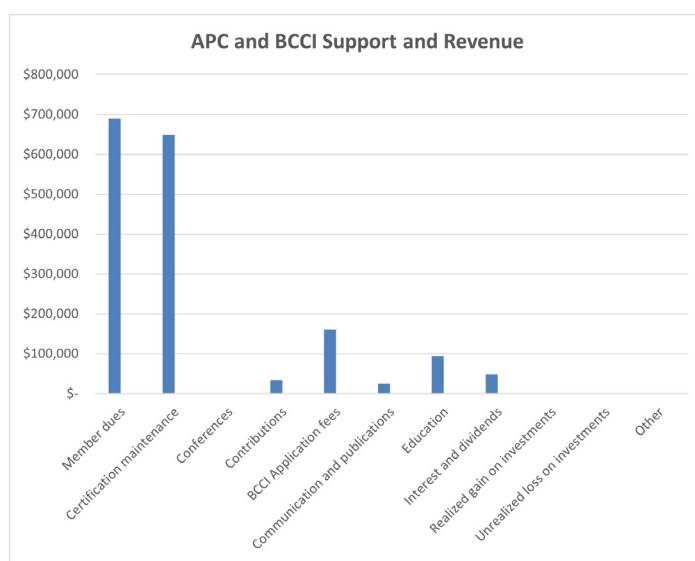
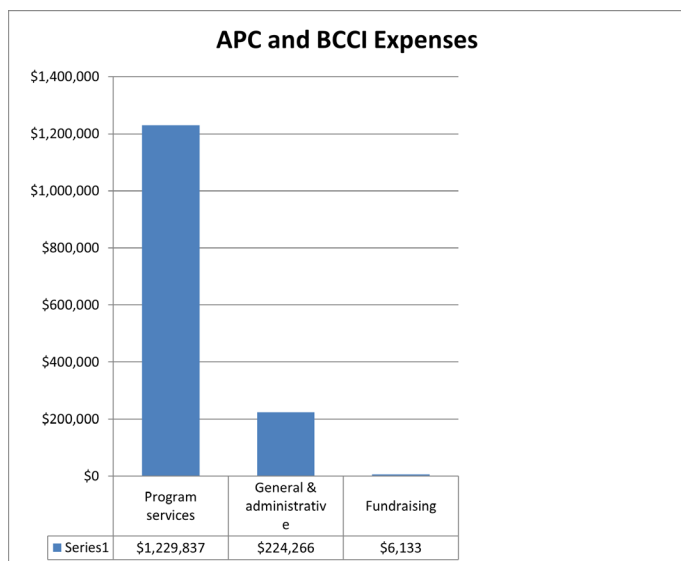
Values

- Dignity and worth of all persons.
- Faith as an essential dimension of wholeness.
- Chaplaincy care of persons, communities, organizations and systems.
- Inclusivity and diversity.
- Justice and equality for all.
- Professional competency and ethical practice.

Vision

- Strengthen the multi-faith and multicultural professional competency of chaplains.
- Empower chaplains to demonstrate quality outcomes to those whom they serve.
- Demonstrate the distinctive value of professional chaplaincy, which can be understood by external stakeholders.
- Collaborate with accrediting and hiring institutions, as well as other organizations with which we have a common interest, in order to promote professional chaplaincy.

Mission Fulfillment: Financial Overview of APC and BCCI Activities



Member dues	\$689,233	41%
Certification maintenance	\$648,990	38%
Conferences	\$ -	0%
Contributions	\$34,411	2%
BCCI Application fees	\$160,764	9%
Communication and publications	\$25,132	1%
Education	\$94,336	6%
Interest and dividends	\$48,508	3%
Realized gain on investments	\$ -	0%
Unrealized loss on investments	\$ -	0%
Other	\$225	0%
Total	\$1,701,599	100.00%

**ASSOCIATION OF PROFESSIONAL
CHAPLAINS, INC.**

AND

**BOARD OF CHAPLAINCY
CERTIFICATIONS, INC.**

**CONSOLIDATED FINANCIAL STATEMENTS,
INDEPENDENT AUDITORS' REPORT AND
SUPPLEMENTARY INFORMATION**

OCTOBER 31, 2020 AND 2019

**ASSOCIATION OF PROFESSIONAL CHAPLAINS, INC. and
BOARD OF CHAPLAINCY CERTIFICATION, INC.
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WSDD

WSDD CPAs, Ltd. Certified Public Accountants & Consultants

INDEPENDENT AUDITORS' REPORT

To the Board of Directors
ASSOCIATION OF PROFESSIONAL CHAPLAINS, INC.
and BOARD OF CHAPLAINCY CERTIFICATION, INC.
Hoffman Estates, Illinois

We have audited the accompanying consolidated financial statements of the ASSOCIATION OF PROFESSIONAL CHAPLAINS, INC. and BOARD OF CHAPLAINCY CERTIFICATION, INC. (nonprofit organizations), which comprise the consolidated statements of financial position as of October 31, 2020 and 2019 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 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 financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial 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.

Opinion

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position of the ASSOCIATION OF PROFESSIONAL CHAPLAINS, INC. and BOARD OF CHAPLAINCY CERTIFICATION, INC. as of October 31, 2020 and 2019, 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.

Report on Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The accompanying supplementary information, as listed in the table of contents, 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 was derived from and relates 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 such consolidated financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, such information is fairly stated in all material respects in relation to the consolidated financial statements taken as a whole.

WSDD CPAs, Ltd.

WSDD CPAs, Ltd.

Chicago, Illinois
February 17, 2021

**ASSOCIATION OF PROFESSIONAL CHAPLAINS, INC. and
BOARD OF CHAPLAINCY CERTIFICATION, INC.
Consolidated Statements of Financial Position
October 31, 2020 and 2019**

ASSETS		
	<u>2020</u>	<u>2019</u>
CURRENT ASSETS		
Cash and cash equivalents	\$ 1,513,915	\$ 1,315,352
Investments	1,257,252	1,260,377
Accounts receivables	150	2,460
Inventory	3,666	3,950
Prepaid expenses	156,512	80,051
Total Current Assets	<u>2,931,495</u>	<u>2,662,190</u>
PROPERTY AND EQUIPMENT		
Furniture and fixtures	127,858	355,951
Less: Accumulated amortization and depreciation	<u>(109,069)</u>	<u>(325,824)</u>
Net Property and Equipment	<u>18,789</u>	<u>30,127</u>
OTHER ASSETS		
Cash - perpetual in nature	<u>57,873</u>	<u>57,873</u>
TOTAL ASSETS	<u>\$ 3,008,157</u>	<u>\$ 2,750,190</u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable	\$ 9,263	\$ 16,779
Accrued expenses	110,466	95,013
Deferred dues and webinar fees	396,348	444,387
Deferred certification income	368,943	435,098
Deferred rent	17,429	23,068
Paycheck protection program loan	128,500	
Total Liabilities	<u>1,030,949</u>	<u>1,014,345</u>
NET ASSETS		
Without donor restrictions:		
General operating	1,870,854	1,626,734
Board designated	39,334	42,315
Total Without Donor Restrictions	<u>1,910,188</u>	<u>1,669,049</u>
With donor restrictions:		
Purpose restriction	9,147	8,923
Perpetual in nature	57,873	57,873
Total With Donor Restrictions	<u>67,020</u>	<u>66,796</u>
Total Net Assets	<u>1,977,208</u>	<u>1,735,845</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 3,008,157</u>	<u>\$ 2,750,190</u>

See independent auditors' report and notes to the consolidated financial statements.

**ASSOCIATION OF PROFESSIONAL CHAPLAINS, INC. and
BOARD OF CHAPLAINCY CERTIFICATION, INC.
Consolidated Statements of Activities
For the Years Ended October 31, 2020 and 2019**

	2020			2019		
	WITHOUT DONOR RESTRICTIONS	WITH DONOR RESTRICTIONS	TOTAL	WITHOUT DONOR RESTRICTIONS	WITH DONOR RESTRICTIONS	TOTAL
SUPPORT AND REVENUE						
Membership dues	\$ 689,233	\$	\$ 689,233	\$ 656,858	\$	\$ 656,858
Certification maintenance	648,990		648,990	615,230		615,230
Conferences				377,396		377,396
Contributions	34,411		34,411	73,633		73,633
Application fees	160,764		160,764	139,595		139,595
Communication and publications, net of goods sold of \$284 in 2020 and \$4,391 in 2019	25,132		25,132	51,945		51,945
Education	94,336		94,336	119,174		119,174
Net investment return	48,284	224	48,508	107,556	772	108,328
Other	225		225	2,660		2,660
Total Support and Revenue	1,701,375	224	1,701,599	2,144,047	772	2,144,819
EXPENSES						
Program services	1,229,837		1,229,837	1,635,931		1,635,931
General and administrative	224,266		224,266	278,193		278,193
Fundraising	6,133		6,133	10,438		10,438
Total Expenses	1,460,236		1,460,236	1,924,562		1,924,562
CHANGE IN NET ASSETS	241,139	224	241,363	219,485	772	220,257
NET ASSETS - BEGINNING OF YEAR	1,669,049	66,796	1,735,845	1,449,564	66,024	1,515,588
NET ASSETS - END OF YEAR	\$ 1,910,188	\$ 67,020	\$ 1,977,208	\$ 1,669,049	\$ 66,796	\$ 1,735,845

See independent auditors' report and notes to the consolidated financial statements.

**ASSOCIATION OF PROFESSIONAL CHAPLAINS, INC. and
BOARD OF CHAPLAINCY CERTIFICATION, INC.
Consolidated Statement of Functional Expenses
For the Year Ended October 31, 2020 (With Comparative Totals for 2019)**

	<u>PROGRAM</u>	<u>GENERAL AND ADMINISTRATIVE</u>	<u>FUNDRAISING</u>	<u>TOTAL</u>	
				<u>2020</u>	<u>2019</u>
Salaries	\$ 609,226	\$ 92,289	\$ 1,473	\$ 702,988	\$ 674,697
Employee benefits	79,335	12,018	192	91,545	86,807
Payroll taxes	49,116	7,440	119	56,675	56,848
Retirement contributions	27,904	4,227	68	32,199	31,057
	<u>765,581</u>	<u>115,974</u>	<u>1,852</u>	<u>883,407</u>	<u>849,409</u>
Conferences, meetings and workshops	133,521	10,148		143,669	557,930
Contributions to others	3,000			3,000	37,500
Dues and subscriptions	33,699	4,255		37,954	35,511
Equipment rental and maintenance	7,743	1,173	19	8,935	8,909
Information technology	43,919	12,588	105	56,612	56,726
Insurance	12,349	1,871	30	14,250	13,731
Occupancy	98,683	14,949	239	113,871	108,958
Office	59,369	4,299	129	63,797	92,952
Other expenses	33,693	448		34,141	12,925
Outside services	298	1,671	20	1,989	9,600
Professional fees	6,303	41,701		48,004	51,794
Promotion	343	114	3,692	4,149	5,211
Scholarships					1,500
Staff development	5,913	10,447		16,360	11,060
Taxes		1,725		1,725	5,406
Travel	6,261			6,261	42,174
Total expenses before depreciation	1,210,675	221,363	6,086	1,438,124	1,901,296
Depreciation	19,162	2,903	47	22,112	23,266
TOTAL EXPENSES - 2020	<u>\$ 1,229,837</u>	<u>\$ 224,266</u>	<u>\$ 6,133</u>	<u>\$ 1,460,236</u>	
TOTAL EXPENSES - 2019	<u>\$ 1,635,931</u>	<u>\$ 278,193</u>	<u>\$ 10,438</u>		<u>\$ 1,924,562</u>

**ASSOCIATION OF PROFESSIONAL CHAPLAINS, INC. and
BOARD OF CHAPLAINCY CERTIFICATION, INC.
Consolidated Statements of Cash Flows
For the Years Ended October 31, 2020 and 2019**

	<u>2020</u>	<u>2019</u>
CASH FLOWS OPERATING ACTIVITES		
Change in net assets	\$ 241,363	\$ 220,257
<i>Adjustments to reconcile change in net assets to net cash provided by operating activities</i>		
Depreciation and amortization	22,112	23,266
Net unrealized/realized (gain)/loss on investments	1,984	(82,450)
<i>Increase (decrease) in cash due to changes in:</i>		
Accounts receivable	2,310	29,182
Change in inventory	284	1,899
Prepaid expenses	(76,461)	5,375
Accounts payable and accrued expenses	7,937	(8,353)
Deferred dues and webinar fees	(48,039)	57,857
Deferred certification income	(66,155)	117,543
Deferred rent	(5,639)	(3,588)
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>79,696</u>	<u>360,988</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of property and equipment	(10,774)	(4,795)
Net sales/(purchases) of investments	<u>1,141</u>	<u>(102,959)</u>
NET CASH (USED) BY INVESTING ACTIVITIES	<u>(9,633)</u>	<u>(107,754)</u>
CASH FLOWS FROM FINANCING ACTIVITIES		
Proceeds from paycheck protection program loan	<u>128,500</u>	<u> </u>
NET INCREASE IN CASH AND CASH EQUIVALENTS	198,563	253,234
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	<u>1,373,225</u>	<u>1,119,991</u>
CASH AND CASH EQUIVALENTS - END OF YEAR	<u>\$ 1,571,788</u>	<u>\$ 1,373,225</u>
SUMMARY OF CASH AND CASH EQUIVALENTS		
Current assets	\$ 1,513,915	\$ 1,315,352
Permanently restricted cash	<u>57,873</u>	<u>57,873</u>
	<u>\$ 1,571,788</u>	<u>\$ 1,373,225</u>
UNRELATED BUSINESS INCOME TAX PAID DURING YEAR	<u>\$ 5,444</u>	<u>\$</u>

**ASSOCIATION OF PROFESSIONAL CHAPLAINS, INC. AND
BOARD OF CHAPLAINCY CERTIFICATION, INC.
Notes to Financial Statements
October 31, 2020 and 2019**

**NOTE 1 - NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING
POLICIES**

Nature of Operations

The Association of Professional Chaplains, Inc. (APC) is a multi-faith membership organization established to promote and develop pastoral care and professional chaplaincy as well as serve its membership through education and additional services. This tax-exempt, nonprofit membership association was organized and incorporated under the laws of the State of Illinois and while APC was officially founded in 1998, the philosophy and mission of APC was encompassed in several earlier associations since 1946. APC promotes the establishment and development of spiritual care of persons as an essential dimension of total care and also provides standards for professional competency, public advocacy, professional collegiality, and networking. With currently over 5,000 members, primarily in the United States, the major revenue sources are membership dues and conference fees.

The Board of Chaplaincy Certification, Inc. (BCCI) is a non-profit organization whose purpose is to foster excellence in chaplaincy through board certification. This tax-exempt, nonprofit organization was organized and incorporated under the laws of the State of Illinois and was officially founded in 1993. In the 2009 fiscal year BCCI became responsible for a certification program previously run by APC.

Consolidated Financial Statements

The accompanying financial statements reflect the consolidation of the Association of Professional Chaplains, Inc. and the Board of Chaplaincy Certification, Inc. All material inter-organizational accounts and transactions have been eliminated in consolidation.

Basis of Accounting

The accounts and financial statements are maintained on the accrual basis of accounting and accordingly, reflect all significant accounts receivable, payable, and other liabilities.

Basis of Presentation

The Organizations' report information regarding financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions, as required by Generally Accepted Accounting Principles (GAAP).

Use of 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 reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of the revenues, expenses, gains, losses, and other changes in net assets during the reporting period. Actual results could differ from those estimates.

NOTE 1 - NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Income Tax

APC has been granted an exemption from Federal income taxes pursuant to Section 501(c)(3) of the Internal Revenue Code. BCCI has been determined to be exempt from Federal income taxes pursuant to Section 501(c)(6) of the Internal Revenue Code. Management believes that APC and BCCI continue to operate in compliance with their tax exempt purpose.

APC's activities related primarily to job opportunity postings of their website are subject to unrelated business income tax. For the years ended October 31, 2020 and 2019, APC has incurred \$1,725 and \$5,406, respectively of income tax expense related to this activity.

Accounting standards provide guidance for how certain tax positions should be recognized, measured, disclosed and presented in the financial statements. This requires the evaluation of tax positions taken or expected to be taken in the course of preparing APC's and BCCI's information returns to determine whether the tax positions are "more-likely-than-not" of being sustained "when challenged" or "when examined" by the applicable tax authority. Tax positions not deemed to meet the more-likely-than-not threshold would be recorded as a tax benefit and asset or expense and liability in the current year. APC and BCCI file information returns in the U.S. federal and Illinois state jurisdictions. APC and BCCI are no longer subject to U.S. federal and state examinations by tax authorities for the years before 2017. As of and for the year ended October 31, 2020, management has determined that there are no uncertain tax positions.

Cash and Equivalents and Concentration of Credit Risk

Cash and equivalents consist of deposits, including money market accounts, in insured accounts and short-term and highly liquid investments. At October 31, 2020 and 2019, the Organizations' cash accounts exceeded insured limits of the Federal Deposit Insurance Corporation by \$479,519 and \$461,838, respectively.

Investments and Related Income

Investments consist of equity and fixed income securities and funds and real estate investment trusts. Equity and fixed income securities and funds are recorded at fair market value based on quoted market prices and real estate investment trusts are recorded at net asset value. Interest, dividends, realized and unrealized gains and losses are reflected net of investment advisor fees in net investment return in the accompanying consolidated statement of activities.

Accounts Receivable

Accounts receivable are stated at the amount management expects to collect from outstanding balances. Management considers accounts receivable to be fully collectible.

Prepaid Expenses

Prepaid expenses are expenditures made for an event, product or service that will occur or be utilized subsequent to year end.

Inventory

Inventory consists of novelty items and is stated at cost.

NOTE 1 - NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Property and Equipment

Expenditures for long-lived assets and items which substantially increase the useful lives of existing assets are recorded at cost. APC provides for depreciation and amortization on the straight-line method at rates designed to depreciate the costs of assets over estimated useful lives of three to seven years.

Deferred Dues and Webinar Fees

Membership dues and webinar fees collected in advance have been included in deferred revenue in the accompanying consolidated statement of financial position. Such deferred revenue is substantially recognizable within one year.

Support and Revenue

The Organizations report gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, with donor restricted net assets are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions. If a restriction is fulfilled in the same time period in which the contribution is received, the Organizations report the support as net assets without donor restrictions.

Membership dues are recognized as revenue over the applicable membership period. The dues are recorded as deferred revenue until recognized as revenue. Contributions are recognized as revenue when they are received or unconditionally pledged.

Conference fees are recognized as revenue in the period when the conference is held. Fees received for future conferences are included in deferred revenue.

Functional Expenses

The costs of providing the various programs and activities are presented on a functional basis in an accompanying supplemental statement. Expenses, which are easily and directly associated with a particular program or supporting service, are allocated directly to that functional category. Certain expenses such as salaries, benefits and office costs have been allocated among the various programs and supporting services benefited.

A summary of functional expenses for APC only for the years ending October 31, is as follows:

	<u>2020</u>	<u>2019</u>
Program	\$ 1,115,461	\$ 1,472,061
General and administrative	218,644	265,307
Fundraising	6,133	10,438
	<u>\$ 1,340,238</u>	<u>\$ 1,747,806</u>

NOTE 1 - NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Recently Adopted Authoritative Guidance

Effective November 1, 2019, APC and BCCI adopted ASU 2018-08, Not-for-Profit Entities (Topic 958): Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made. The guidance provides a more robust framework for determining whether a transaction should be accounted for as a contribution or as an exchange transaction. The guidance also helps determine whether a contribution is conditional and better distinguishes a donor-imposed condition from a donor-imposed restriction. This standard was implemented to all periods presented, with no effect on net assets.

Reclassifications

Certain amounts in the 2019 financial statements have been reclassified for comparative purposes to conform to the 2020 presentation with no effect on previously reported change in net assets.

NOTE 2 - FAIR VALUE MEASUREMENT AND INVESTMENTS

Generally Accepted Accounting Principles defines fair value as the price that would be received for an asset or paid to transfer a liability (an exit price) in an orderly transaction between market participants on the measurement date.

Generally Accepted Accounting Principles establishes a fair value hierarchy which requires an entity to maximize the use of observable inputs and minimize the use of unobservable inputs when measuring fair value. The standard describes three levels of inputs that may be used to

Level 1: Quoted prices (unadjusted) for identical assets or liabilities in active markets that the entity has the ability to access as of the measurement date.

Level 2: Significant other observable inputs other than Level 1 prices such as quoted prices for similar assets or liabilities; quoted prices in markets that are not active; or other inputs that are observable or can be corroborated by observable market data.

Level 3: Significant unobservable inputs that reflect a reporting entity's own assumptions about the assumptions that market participants would use in pricing an asset or liability.

In many cases, a valuation technique used to measure fair value includes inputs from multiple levels of the fair value hierarchy. The lowest level of significant input determines the placement of the entire fair value measurement in the hierarchy.

The fair value of debt and equity investments that are readily marketable are determined by obtaining quoted prices on nationally recognized securities exchanges (Level 1 inputs) or by quoted market prices of similar securities with similar due dates or matrix pricing. This is a mathematical technique widely used in the industry to value debt securities without relying exclusively on quoted prices for the specific securities but rather by relying on the securities' relationship to other benchmark quoted securities (Level 2 inputs).

NOTE 2 - FAIR VALUE MEASUREMENT AND INVESTMENTS (Continued)**Assets Measured on a Recurring Basis**

Assets measured at fair value on a recurring basis are summarized below:

Fair Value Measurements at October 31, 2020				
	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
Equity	\$ 135,905	\$	\$	\$ 135,905
Fixed income	1,096,865			1,096,865
Real estates investment trusts		24,482		24,482
Total Investments	<u>\$ 1,232,770</u>	<u>\$ 24,482</u>	<u>\$</u>	<u>\$ 1,257,252</u>

Fair Value Measurements at October 31, 2019				
	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
Equity	\$ 243,466	\$	\$	\$ 243,466
Fixed income	964,641			964,641
Real estates investment trusts		52,270		52,270
Total Investments	<u>\$ 1,208,107</u>	<u>\$ 52,270</u>	<u>\$</u>	<u>\$ 1,260,377</u>

A summary of investments at October 31, is as follows:

	<u>2020</u>		<u>2019</u>	
	<u>Cost</u>	<u>Market Value</u>	<u>Cost</u>	<u>Market Value</u>
<u>APC</u>				
Equity	\$ 121,174	\$ 135,905	\$ 215,660	\$ 243,466
Fixed income	942,892	984,303	820,112	858,561
Real estate investment trusts	20,847	24,482	43,067	52,270
	<u>1,084,913</u>	<u>1,144,690</u>	<u>1,078,839</u>	<u>1,154,297</u>
<u>BCCI</u>				
Fixed income	107,534	112,562	101,957	106,080
	<u>\$ 1,192,447</u>	<u>\$ 1,257,252</u>	<u>\$ 1,180,796</u>	<u>\$ 1,260,377</u>

Net investment return includes the following for the years ended October 31,:

	<u>2020</u>	<u>2019</u>
Interest and dividends	\$ 64,907	\$ 38,403
Realized gains (losses)	43,388	(12,731)
Unrealized gains (losses)	(45,372)	95,181
Investment advisor fees	(14,415)	(12,525)
	<u>\$ 48,508</u>	<u>\$ 108,328</u>

NOTE 3 - PREPAID EXPENSES

Prepaid expenses at October 31, consisted of:

	<u>2020</u>	<u>2019</u>
Conferences	\$ 104,584	\$ 17,712
Insurance	21,929	21,004
Deposit	10,000	10,000
Other	19,999	31,335
	<u>\$ 156,512</u>	<u>\$ 80,051</u>

NOTE 4 - DESIGNATED AND NET ASSETS WITH DONOR RESTRICTIONS

Changes in designated and restricted net assets for the fiscal year ending October 31, 2020 consisted of:

	<u>Board Designated</u>	<u>Purpose Restriction</u>	<u>Perpetual In Nature</u>	<u>Total</u>
Net Assets -				
Beginning of Year	\$ 42,315	\$ 8,923	\$ 57,873	\$ 109,111
Investment income	19	224		243
Expenditures	(3,000)			(3,000)
Appropriation of assets for expenditures				
Net Assets -				
End of Year	<u>\$ 39,334</u>	<u>\$ 9,147</u>	<u>\$ 57,873</u>	<u>\$ 106,354</u>

The net asset composition by type of fund at October 31, 2020 is as follows:

	<u>Board Designated</u>	<u>Purpose Restriction</u>	<u>Perpetual In Nature</u>	<u>Total</u>
Board designated funds	\$ 39,334	\$	\$	\$ 39,334
Mundhenke Mission and programs		9,147	37,873	47,020
Philips Endowed Lecture			20,000	20,000
	<u>\$ 39,334</u>	<u>\$ 9,147</u>	<u>\$ 57,873</u>	<u>\$ 106,354</u>

NOTE 4 - DESIGNATED AND NET ASSETS WITH DONOR RESTRICTIONS (Continued)

Board designated net assets at October 31, 2020 of \$39,334 represent designations approved by the Board. There are three designated purposes:

	Board Designated			
	Operational	Strategic	Research and Development	Total
	<u>Reserves</u>	<u>Initiatives</u>		
Net Assets -				
Beginning of Year	\$ 22,333	\$ 16,900	\$ 3,082	\$ 42,315
Appropriation of assets for expenditure	19			19
Expenditures		(3,000)		(3,000)
Net Assets -				
End of Year	<u>\$ 22,352</u>	<u>\$ 13,900</u>	<u>\$ 3,082</u>	<u>\$ 39,334</u>

The permanently restricted net assets are:

Mundhenke Mission & Programs

The Fund's purpose is to financially support the Association of Professional Chaplain's mission and programs with a preference for supporting the speaker for the Anton Boisen and Russell Dicks Memorial Lecture.

Phillips Endowed Lecture

The Fund's purpose is to defray the costs of a key speaker chosen by the Association to lecture at each Annual Conference arranged through the Association to motivate its members to achieve excellence in the personal and spiritual skills required of them in their ministries. This lecture is to be known and publicized by the Association at the "Charles and Shirley Phillips Endowed Lectures".

Interpretation of Relevant Law for Endowments

The governing body has interpreted the Uniform Prudent Management of Institutional Funds Act ("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, the Association classifies as permanently restricted net assets (a) the original value of gifts donated to the permanent endowment, (b) the original value of subsequent gifts to the permanent endowment, and (c) accumulation 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.

NOTE 4 - DESIGNATED AND NET ASSETS WITH DONOR RESTRICTIONS (Continued)

Interpretation of Relevant Law for Endowments (Continued)

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 the Association in a manner consistent with the standard of prudence prescribed by UPMIFA. In accordance with UPMIFA, the Association considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

1. The duration and preservation of the fund
2. The purposes of the Association and the donor-restricted endowment fund
3. General economic conditions
4. The possible effect of inflation and deflation
5. The expected total return from income and the appreciation of investments
6. Other resources of the Association
7. The investment policies of the Association

Return Objectives and Risk Parameters

The Association has adopted investment and spending policies for endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowment while seeking to maintain the purchasing power of the endowment assets. Endowment assets include those assets of donor-restricted funds that the Association must hold in perpetuity or for a donor-specified period as well as board-designated funds. Under this policy, as approved by the Board of Directors, the endowment assets are invested in a manner that is intended to produce results that exceed the price and yield results of the S&P 500 index while assuming a moderate level of investment risk. The Association expects its endowment funds, over time, to provide an average rate of return .25% to 5% annually. Actual returns in any given year may vary from this amount.

Strategies Employed for Achieving Objectives

To satisfy its long-term rate-of-return objectives, the Association relies on a total return strategy in which investment returns are achieved through current yield (interest and dividend). The Association places a greater emphasis on fixed income investments to achieve its long-term return objectives within prudent risk constraints.

Spending Policy and How the Investment Objectives Relate to Spending Policy

The Association has a policy to set spending equal to the total return of the portfolio value each year unless specific endowment agreements limit the spending amount. In establishing this policy, the Association considered preservation of the principal on its endowment. Therefore, these funds may tend toward a more conservative investment strategy. This is consistent with the Association's objective to maintain the purchasing power of the endowment assets held in perpetuity or for a specified term as well as to provide additional real growth through new gifts and investment return.

NOTE 5 - RETIREMENT PLANS

The Association maintains a qualified 403(b) plan that covers eligible employees. Eligible employees make deferrals under the terms of the plan. The Association determines the employer contributions to the plan. The contributions for the years ended October 31, 2020 and 2019 were \$32,199 and \$31,057, respectively.

NOTE 6 - LEASE

The Association entered into a lease for office space in Hoffman Estates, Illinois beginning November 1, 2015. The lease terms stipulate monthly rent in the amount of \$4,186, plus annual escalations, in addition to its proportionate share of operating expenses and real estate taxes as defined in the lease agreement. The lease expires April 30, 2022. As the result of incentives executed at the lease inception, there is a difference between the rent expense using the straight line method over the term of the lease and the actual rent paid. The differences are recorded as deferred rent. Deferred rent at October 31, 2020 amounted to \$17,429.

Future minimum fiscal year payments under the Hoffman Estates, Illinois office lease are as follows:

2021	\$ 60,490
2022	<u>24,793</u>
	<u>\$ 85,283</u>

Rental expense included in the statement of activities for the fiscal years ended October 31, 2020 and 2019 amounted to \$113,871 and \$108,958, respectively.

NOTE 7 - FUTURE COMMITMENTS - ANNUAL CONFERENCES

APC has contracted with hotels to provide accommodations and services for the Annual Conferences in 2023. In the event of cancellation by the Association, cancellation fees could be assessed upon projected revenue lost by the hotels. An estimate of these fees for these conferences is approximately \$101,558.

NOTE 8 - RELATED PARTY

BCCI does not have staff of its own and pays APC for various services performed including managerial and program-related activities. For the years ended October 31, 2020 and 2019, BCCI paid \$321,141 and \$281,313, respectively, to APC for these services.

NOTE 9 – LIQUIDITY AND AVAILABILITY OF RESOURCES

As of October 31, 2020 and 2019, the Organizations' liquidity resources and financial assets available within one year for general expenditure, such as operating expenses, were as follows:

	<u>2020</u>	<u>2019</u>
Financial Assets at Year End:		
Cash and cash equivalents	\$ 1,513,915	\$ 1,315,352
Investments	1,257,252	1,260,377
Accounts receivable	150	2,460
Inventory	<u>3,666</u>	<u>3,950</u>
Total Financial Assets	2,774,983	2,582,139
 Amounts unavailable for general expenditures within one year due to:		
Purpose restricted	(9,147)	(8,923)
Amounts unavailable to management without Board approval:		
Board designated funds	<u>(39,334)</u>	<u>(42,315)</u>
Total Financial Assets Available to Management for General Expenditure Within One Year	<u>\$ 2,726,502</u>	<u>\$ 2,530,901</u>

The Organizations maintain a policy of structuring their financial assets to be available as general expenditures, liabilities, and obligations become due. The Board designated net assets do not have donor restrictions. These funds, with board approval, could be made available for current operations, if necessary.

NOTE 10 - PAYCHECK PROTECTION PROGRAM LOAN

In April 2020, APC received a \$128,500 loan, under the Paycheck Protection Program (the PPP loan), implemented by the SBA under the Coronavirus Aid, Relief, and Economic Security Act. APC is eligible for loan forgiveness of up to 100% of the PPP loan, upon meeting certain SBA requirements including using the PPP loan proceeds to pay qualified expenses such as payroll costs and maintaining specified levels of payroll and employment.

APC intends to apply for forgiveness of the PPP loan with respect to these qualified expenses. To the extent that all or part of the PPP loan is not forgiven, APC will be required to pay interest on the PPP loan at a rate of 1.0% per annum and commence principal and interest payments through the maturity date in March 2022. The PPP loan is uncollateralized and is fully guaranteed by the SBA.

NOTE 11 - NEW ACCOUNTING STANDARDS UPDATE

In May 2014, the FASB Accounting Standards Update (“ASU”) No. 2014-09, Revenue from Contracts with Customers (“Topic 606”). The ASU, as amended, provides comprehensive guidance on the recognition of revenue from customers arising from the transfer of goods and services, guidance on accounting for certain contract costs, and new disclosures. The new standard supersedes current revenue recognition requirements in FASB ASC Topic 605, Revenue Recognition, and most industry specific guidance. When adopted, the amendments in the ASU must be applied using one of two retrospective methods. The new guidance will be effective for the year ending October 31, 2021.

In February 2016, the FASB issued ASU No. 2016-02, Leases (Topic 842), which will supersede the current lease recording requirements in Topic 842. The ASU looks to increase transparency and comparability by conforming US GAAP with International Accounting Standards as it relates to leases. The new standard will require that all leases, including operating leases, be included on the balance sheet as a “right of use” asset with an offsetting liability for the payments remaining on the lease. The new guidance will be effective for the Organization’s year ending October 31, 2022, with early application permitted.

Management is evaluating the effects of these pronouncements on its financial statements.

NOTE 12 - SUBSEQUENT EVENTS

The COVID-19 outbreak in the United States may continue to cause significant disruption to operations and investments. While the disruption is expected to be temporary, there is considerable uncertainty around its duration. The related financial impact and duration cannot be reasonably estimated at this time. Management continues to monitor evolving economic and business conditions and the actual and potential impacts on the financial position, results of operations, and cash flows. Economic uncertainties have arisen which are likely to negatively impact future grants and contributions. No adjustments have been made to these financial statements as a result of this uncertainty.

For the year ended October 31, 2020, management has evaluated subsequent events through February 17, 2021, which is the date the financial statements were available to be issued. No subsequent events have been identified that are required to be disclosed.

**ASSOCIATION OF PROFESSIONAL CHAPLAINS, INC. and
BOARD OF CHAPLAINCY CERTIFICATION, INC.
Consolidating Statement of Financial Position
October 31, 2020 (With Comparative Totals for 2019)**

ASSETS			CONSOLIDATED TOTALS	
	<u>APC</u>	<u>BCCI</u>	<u>ELIMINATIONS</u>	
				<u>2020</u> <u>2019</u>
CURRENT ASSETS				
Cash and cash equivalents	\$ 663,488	\$ 850,427	\$	\$ 1,513,915 \$ 1,315,352
Investments	1,144,690	112,562		1,257,252 1,260,377
Accounts receivables	150			150 2,460
Inventory	3,666			3,666 3,950
Prepaid expenses	156,512			156,512 80,051
Due from BCCI - related party	<u>586,524</u>		<u>(586,524)</u>	
Total Current Assets	<u>2,555,030</u>	<u>962,989</u>	<u>(586,524)</u>	<u>2,931,495</u> <u>2,662,190</u>
PROPERTY AND EQUIPMENT				
Furniture and fixtures	127,858			127,858 355,951
Less: Accumulated amortization and depreciation	<u>(109,069)</u>			<u>(109,069)</u> <u>(325,824)</u>
Net Property and Equipment	<u>18,789</u>			<u>18,789</u> <u>30,127</u>
OTHER ASSETS				
Cash - perpetual in nature	<u>57,873</u>			<u>57,873</u> <u>57,873</u>
TOTAL ASSETS	<u>\$ 2,631,692</u>	<u>\$ 962,989</u>	<u>\$ (586,524)</u>	<u>\$ 3,008,157</u> <u>\$ 2,750,190</u>
LIABILITIES AND NET ASSETS				
LIABILITIES				
Accounts payable	\$ 8,918	\$ 345	\$	\$ 9,263 \$ 16,779
Accrued expenses	110,466			110,466 95,013
Deferred dues and webinar fees	396,348			396,348 444,387
Deferred certification income		368,943		368,943 435,098
Deferred rent	17,429			17,429 23,068
Paycheck protection program loan	128,500			128,500
Due to APC - related party		<u>586,524</u>	<u>(586,524)</u>	
Total Liabilities	<u>661,661</u>	<u>955,812</u>	<u>(586,524)</u>	<u>1,030,949</u> <u>1,014,345</u>
NET ASSETS				
Without donor restrictions:				
(includes \$39,334 board designated)	1,903,011	7,177		1,910,188 1,669,049
With donor restrictions:				
Purpose restriction	9,147			9,147 8,923
Perpetual in nature	<u>57,873</u>			<u>57,873</u> <u>57,873</u>
Total Net Assets	<u>1,970,031</u>	<u>7,177</u>		<u>1,977,208</u> <u>1,735,845</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 2,631,692</u>	<u>\$ 962,989</u>	<u>\$ (586,524)</u>	<u>\$ 3,008,157</u> <u>\$ 2,750,190</u>

**ASSOCIATION OF PROFESSIONAL CHAPLAINS, INC. and
BOARD OF CHAPLAINCY CERTIFICATION, INC.
Consolidating Statement of Activities
For the Year Ended October 31, 2020 (With Comparative Totals for 2019)**

	APC		BCCI		CONSOLIDATED TOTALS	
	WITHOUT DONOR RESTRICTIONS	WITH DONOR RESTRICTIONS	WITHOUT DONOR RESTRICTIONS	ELIMINATIONS	2020	2019
SUPPORT AND REVENUE						
Membership dues	\$ 689,233	\$	\$	\$	\$ 689,233	\$ 656,858
Certification maintenance			648,990		648,990	615,230
Conferences						377,396
Contributions	413,325			(378,914)	34,411	73,633
Application fees			160,764		160,764	139,595
Communication and publications, net of goods sold of \$284 in 2020 and \$4,391 in 2019	25,132				25,132	51,945
Education	94,336				94,336	119,174
Management fees	321,141			(321,141)		
Net investment return	37,985	224	10,299		48,508	108,328
Other	225				225	2,660
Total Support and Revenue	1,581,377	224	820,053	(700,055)	1,701,599	2,144,819
EXPENSES						
Program services	1,115,461		587,948	(473,572)	1,229,837	1,635,931
General and administrative	218,644		229,375	(223,753)	224,266	278,193
Fundraising	6,133		2,730	(2,730)	6,133	10,438
Total Expenses	1,340,238		820,053	(700,055)	1,460,236	1,924,562
CHANGE IN NET ASSETS	241,139	224			241,363	220,257
NET ASSETS - BEGINNING OF YEAR	1,661,872	66,796	7,177		1,735,845	1,515,588
NET ASSETS - END OF YEAR	\$ 1,903,011	\$ 67,020	\$ 7,177	\$	\$ 1,977,208	\$ 1,735,845

See independent auditors' report and notes to the consolidated financial statements.

**ASSOCIATION OF PROFESSIONAL CHAPLAINS, INC. and
BOARD OF CHAPLAINCY CERTIFICATION, INC.
Consolidating Statement of Functional Expenses
For the Year Ended October 31, 2020 (With Comparative Totals for 2019)**

	APC				BCCI					CONSOLIDATED TOTALS	
	PROGRAM	GENERAL AND ADMINISTRATIVE	FUNDRAISING	TOTAL	PROGRAM	GENERAL AND ADMINISTRATIVE	FUNDRAISING	TOTAL	ELIMINATIONS	2020	2019
Salaries	\$ 609,226	\$ 92,289	\$ 1,473	\$ 702,988	\$	\$	\$	\$	\$	\$ 702,988	\$ 674,697
Employee benefits	79,335	12,018	192	91,545						91,545	86,807
Payroll taxes	49,116	7,440	119	56,675						56,675	56,848
Retirement contributions	27,904	4,227	68	32,199						32,199	31,057
	<u>765,581</u>	<u>115,974</u>	<u>1,852</u>	<u>883,407</u>						<u>883,407</u>	<u>849,409</u>
Conferences, meetings and workshops	43,863	8,505		52,368	89,658	1,643		91,301		143,669	557,930
Contributions to others	3,000			3,000	256,327	121,109	1,478	378,914	(378,914)	3,000	37,500
Management fees					217,245	102,644	1,252	321,141	(321,141)		
Dues and subscriptions	33,699	4,255		37,954						37,954	35,511
Equipment rental and maintenance	7,743	1,173	19	8,935						8,935	8,909
Information technology	43,919	12,588	105	56,612						56,612	56,726
Insurance	12,349	1,871	30	14,250						14,250	13,731
Occupancy	98,683	14,949	239	113,871						113,871	108,958
Office	35,472	2,612	129	38,213	23,897	1,687		25,584		63,797	92,952
Other expenses	33,693	448		34,141						34,141	12,925
Outside services	298	1,671	20	1,989						1,989	9,600
Professional fees	5,482	39,409		44,891	821	2,292		3,113		48,004	51,794
Promotion	343	114	3,692	4,149						4,149	5,211
Scholarships											1,500
Staff development	5,913	10,447		16,360						16,360	11,060
Taxes		1,725		1,725						1,725	5,406
Travel	6,261			6,261						6,261	42,174
Total expense before depreciation	1,096,299	215,741	6,086	1,318,126	587,948	229,375	2,730	820,053	(700,055)	1,438,124	1,901,296
Depreciation	19,162	2,903	47	22,112						22,112	23,266
Total Expenses	<u>\$ 1,115,461</u>	<u>\$ 218,644</u>	<u>\$ 6,133</u>	<u>\$ 1,340,238</u>	<u>\$ 587,948</u>	<u>\$ 229,375</u>	<u>\$ 2,730</u>	<u>\$ 820,053</u>	<u>\$ (700,055)</u>	<u>\$ 1,460,236</u>	<u>\$ 1,924,562</u>

See independent auditors' report and notes to the consolidated financial statements.