



Summary Easy-to-Read Financial Report

8th May 2017

Audited Accounts for 2016

- Our auditors have checked our accounts for 2016 – and their 29 page report has been sent out to all members
- This includes the Directors’ Report included in pages 3 and 4.
- The Board approved these accounts on 5th May 2017.

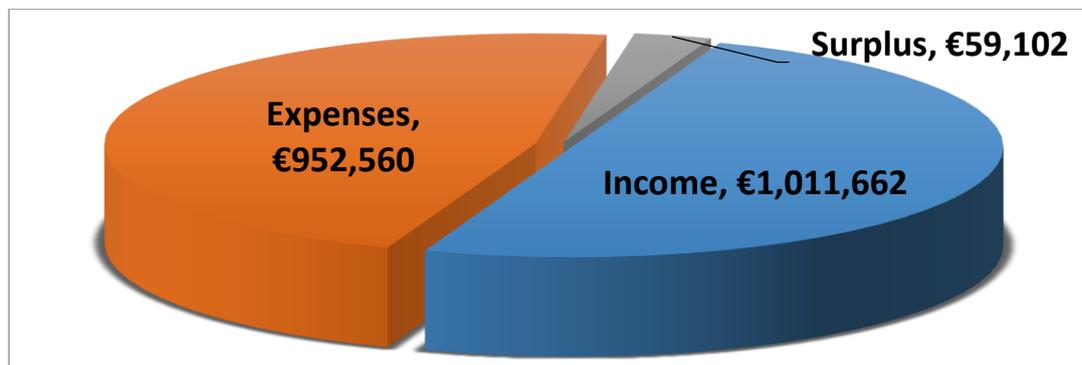
Inclusion Ireland Income Statement Summary

From: 1st January 2016 to 31st December 2016

Income	2016	2015
Total	€1,011,662	€750,406

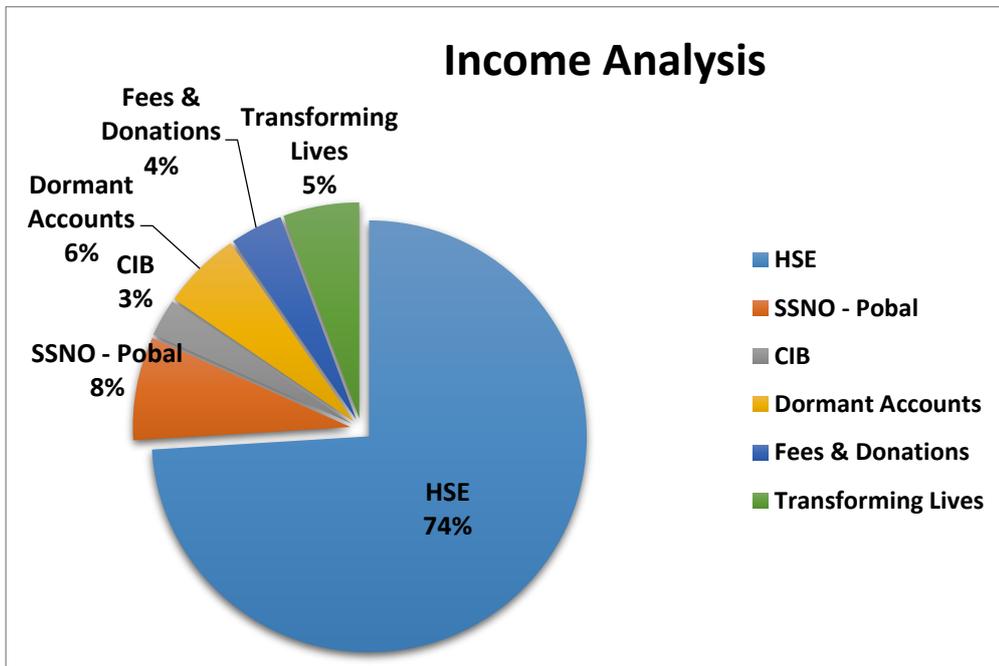
Expenses	2016	2015
Total	€952,560	€742,337

Overall Surplus for 2016	€ 59,102	€8,069
Exceptional Item	€ 5,349	
Total Surplus	€ 64,451	

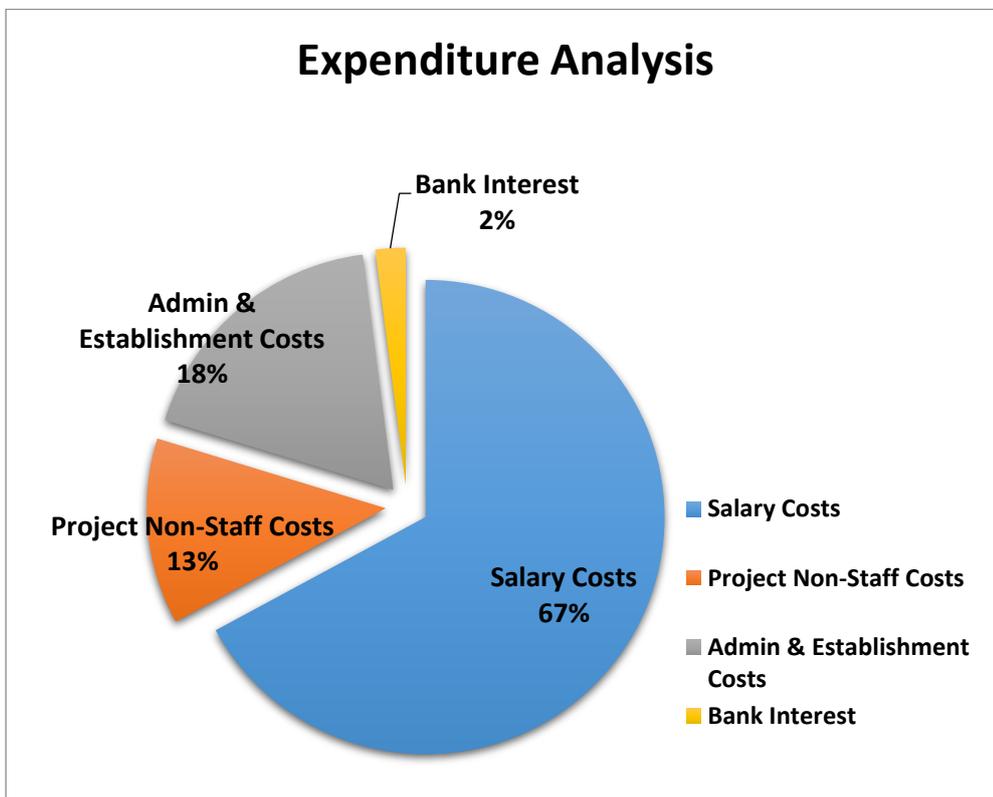


Inclusion Ireland 2016 Accounts Analysis

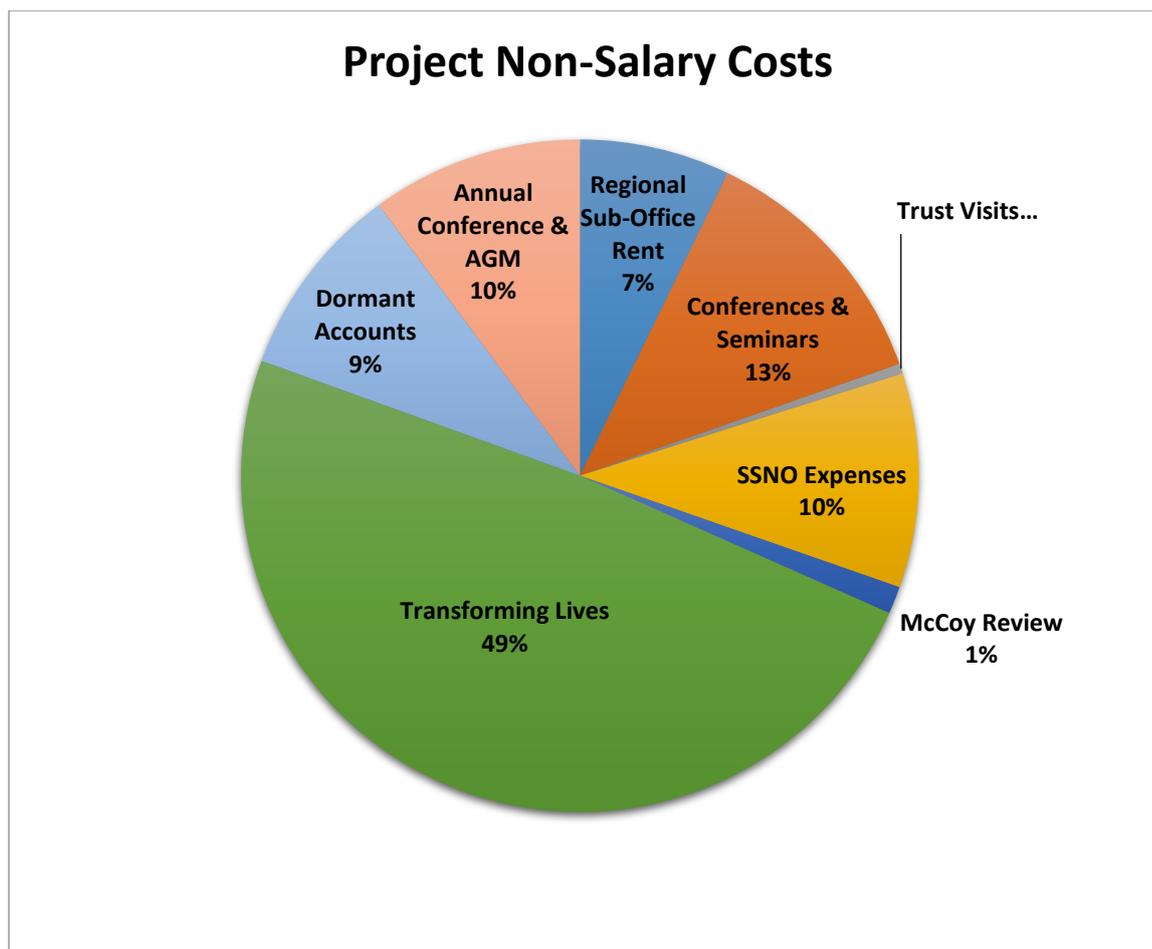
Breakdown of Income of €1,011,662



Breakdown of Expenditure of €952,560



Breakdown of Project Non-Staff Salary Expenditure of €120,719



Inclusion Ireland Balance Sheet Summary

As at 31st December 2016

Money we have	
Fixed assets – building	€ 674,144
Fixed assets – computers, desks, etc.	€ 4,269
Current assets – money in the bank	€ 258,628
Current assets – debtors	€ 1,989
Total	€ 939,030

Money we owe	
Mortgage account	€ 704,561
Other bills that are not paid yet	€ 92,580
Total	€ 797,141

Overall Assets	€ 141,889
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More details of these are shown separately in the audited accounts, page 10.

Directors' Report Highlights:

- The Board reviewed the company's activities and costs during 2016 and decided on a number of changes
- These included opening up two new sub-offices in Sligo and Cork, adding to our other sub-office in Tullamore
- The company is fully compliant with all existing laws and the voluntary Governance Code for charities.

Looking Ahead to 2017:

- The Board has prepared a full budget for 2017 and 2018, and so far, the figures for 2017 are as expected
- Our budget tries to predict the amounts of money we expect to get in and the money we expect to spend
- We aim to break even (excluding depreciation) in 2017
- The company's current reserves are equivalent to 56 days trading.

The members of the Board and the Finance & Governance Committee acknowledge the hard work of the CEO and all the staff in maintaining our levels of income and keeping our expenses under tight control.

All Board members are volunteers and receive no pay or benefit from their position.

Glossary of Financial Terms Used

May 2017

Income	Money that people pay us, like the HSE, or other fees, grants and donations.
Expenses	Money we pay, such as wages, ESB, bank interest and insurance.
Profit or Surplus	If we receive more money than we spent, the difference is our profit or surplus.
Exceptional Item	In our case, this is an adjustment that relates to our previous year (2015).
Balance Sheet	This is a summary of the financial balances of an organisation, as at a particular date.
Fixed assets	Things we own which are valuable, such as a building or office furniture. But it would take time to sell any of these if we needed to sell them.
Current assets	Money in the bank or money owed to us. It also includes bills that we may have paid in advance, such as insurance (called prepayments).
Liabilities	Money we owe to anyone – including bills not yet received (called accruals).
Audit	We have to get our accounts checked by another qualified firm of accountants.
Finance Committee	Certain directors of Inclusion who have been asked to look in detail at our accounts, and report to the full Board at every Board meeting. Other non-directors are also invited to join this committee.
CEO	Chief Executive Officer
The Governance Code	A list of recommendations that all charities are supposed to have in place, to make sure that we have “good governance”. This list helps us to check that we are meeting our Board responsibilities fully, in line with “best practice”.

<p>Depreciation Expense</p>	<p>This can be hard to understand fully. It is used to represent the “wear-and-tear” of assets, and therefore, the reduction in value of an asset. For instance, let’s say we buy a new car for €10,000. If it depreciates by 20% every year, then in our accounts, it is only worth €8,000 after the first year, and €6,000 after the second year. We don’t pay out €2,000 to anyone but the car incurs an annual depreciation charge of €2,000 until it is “written off” after 5 Years. By law, we have to show a depreciation expense for each type of asset – we use 2% for our building and 15% for everything else, such as office equipment.</p>
<p>Admin & Establishment Costs</p>	<p>These are the costs that relate to running the office. These include telephone, postage, water rates, computer costs, service charges, insurance, ESB, repairs and maintenance, motor and travel expenses, auditor fees, professional and legal fees, bank charges and various subscriptions. They also include redundancy costs and depreciation costs. They exclude the salary costs and specific costs relating to the various projects that are listed separately. Bank interest is also shown separately.</p>
<p>Reserves</p>	<p>Our Balance Sheet shows the value of our assets and our liabilities. The calculation of our assets less our liabilities represent our reserves. We should never allow our liabilities to be more than our assets. If we are always able to pay our bills on time, then we are solvent.</p>
<p>Reserves and how many days trading</p>	<p>This is a way of measuring how solvent the charity is. If we were to receive no more income, how many days would we have before we ran out of money?</p>