

# Financial Statements

The 17th term

From July 1, 2019  
To June 30, 2020

Statement of Activity  
Balance Sheet  
List of Assets and Liabilities

Specified non-profit organization   
Habitat for Humanity Japan

## Statement of Activity

For the year ended June 30, 2020

Specified non-profit organization Habitat for Humanity Japan

Unit in Japanese Yen

Account	Amount		
I Ordinary income			
1 Membership fees			
Membership fees, Full members	120,000		
Membership fees, Supporting members	2,094,000	2,214,000	
2 Donations			
Donations	15,122,618	15,122,618	
3 Grants			
Government Grants	3,337,190		
Private Grants	500,000	3,837,190	
4 Project revenue			
GV (Global Village volunteer program) project	49,397,000	49,397,000	
5 Other income			
Interests income	2,905		
Foreign exchange gain	10,806		
Others	252,900	266,611	
Total ordinary income			70,837,419
II Ordinary expenses			
1 Project expenses			
1) Personnel expenses			
Salaries and allowances	18,724,192		
Legal welfare expenses	2,977,968		
Welfare expenses	31,479		
Commutation	1,236,932		
Training	50,523		
Total personnel expenses	23,021,094		
2) Other expenses			
Construction	135,000		
Donations	37,716,377		
Insurance	65,937		
Rents	2,885,548		
Utilities	194,857		
Supplies	439,259		
Depreciation	372,553		
Travel expenses	3,748,777		
Meeting expenses	15,000		
Communication	439,272		
Postage and freight	113,623		
Advertisement	284,990		
Outsourcing expenses	1,404,376		
Subscriptions	700		
Bank charges	419,120		
Membership fees	187,574		
Total other expenses	48,422,963		
Total project expenses		71,444,057	
2 Administrative expenses			
1) Personnel expenses			
Salaries and allowances	3,768,140		
Legal welfare expenses	554,898		
Welfare expenses	7,169		
Commutation	110,297		
Training	3,739		
Total personnel expenses	4,444,243		
2) Other expenses			
Insurance	7,597		
Rents	409,452		
Utilities	27,650		
Supplies	41,361		
Depreciation	34,133		
Travel expenses	2,222		
Meeting expenses	48,776		

Communication	30,937		
Postage and freight	3,888		
Management fee	2,087,284		
Outsourcing expenses	421,225		
Professional fees	1,320,000		
Sundry taxes	1,450		
Bank charges	135,949		
Membership fees	52,026		
Total other expenses	4,623,950		
Total administrative expenses		9,068,193	
Total ordinary expenses			80,512,250
Change in ordinary income and expenses			△ 9,674,831
III Non-recurring income			
Subsidy Program for Sustaining Businesses		2,000,000	
Total non-recurring income			2,000,000
Change in net assets before taxes			△ 7,674,831
Income taxes			0
Net assets brought forward from previous year			25,996,466
Net assets carried forward to next year			18,321,635

## Balance Sheet

As of June 30, 2020

Specified non-profit organization Habitat for Humanity Japan

Unit in Japanese Yen

Account	Amount	
I Assets		
1 Current assets		
Cash and deposits	17,442,090	
Prepaid expenses	276,917	
Total current assets		17,719,007
2 Fixed assets		
(1) Tangible fixed assets		
Building facilities	397,574	
Office equipments	230,091	
Total tangible fixed assets	627,665	
(2) Investment and other assets		
Security deposit	1,000,000	
Guarantee deposit	1,500,000	
Total investment and other assets	2,500,000	
Total fixed assets		3,127,665
Total assets		<u>20,846,672</u>
II Liabilities		
1 Current liabilities		
Accrued expenses	2,186,825	
Deposit received	338,212	
Total current liabilities		2,525,037
2 Fixed liabilities		
Total fixed liabilities		0
Total liabilities		<u>2,525,037</u>
III Net assets		
Net assets brought forward from previous year		25,996,466
Change in net assets		△ 7,674,831
Total net assets		<u>18,321,635</u>
Total liabilities and net assets		<u>20,846,672</u>

## List of Assets and Liabilities

As of June 30, 2020

Specified non-profit organization Habitat for Humanity Japan

Unit in Japanese Yen

Account	Amount		
<b>I Assets</b>			
1 Current assets			
Cash and deposits			
Saving account- MUFG Bank	15,806,842		
Saving account- MUFG Bank (in USD)	576,920		
Saving account- SMBC	22,921		
Japan Post Bank	1,035,407		
Prepaid expenses	276,917		
Total current assets		17,719,007	
2 Fixed assets			
(1) Tangible fixed assets			
Building facilities			
Electrical & Telephone work	397,574		
Office equipments			
Computers (4 laptops)	230,091		
Total tangible fixed assets	627,665		
(2) Investment and other assets			
Security deposit	1,000,000		
Guarantee deposit	1,500,000		
Total investment and other assets	2,500,000		
Total fixed assets		3,127,665	
Total assets			20,846,672
<b>II Liabilities</b>			
1 Current liabilities			
Accrued expenses	2,186,825		
Deposit received	338,212		
Total current liabilities		2,525,037	
2 Fixed liabilities			
Total fixed liabilities		0	
Total liabilities			2,525,037
Total net assets			18,321,635

## Notes to Financial Statements

### 1 Significant accounting policies

The accompanying financial statements of Habitat for Humanity Japan are prepared on the basis of Non-Profit Organization Accounting Principles (Issued on July 20, 2010 and lastly amended on December 12, 2017 by the Council to Establish Accounting Principles for Non-Profit Organizations).

- (1) Depreciation method of fixed assets  
Fixed assets are depreciated by the straight line method.
- (2) Accounting of receiving physical services like facilities use  
Not applicable.
- (3) Offer of services from volunteers  
Not applicable.
- (4) Consumption tax  
Transactions subject to consumption taxes are recorded at amounts inclusive of consumption taxes.

### 2 List of donations, etc. with donor-imposed restrictions that limit the use of the funds

List of donations, etc. with donor-imposed restrictions that limit the use of the funds (status of increase/decrease in net assets and fund balance) is as below. Thus there is no funds in our net assets of JPY 18,321,635 with donor-imposed restrictions.

(Unit: JPY)

Name of grants, subsidies	Subsidizer	Beginning balance	Increase for the year	Decrease for the year	Ending balance	Remarks
Subsidies for housing support corporations	Ministry of Land, Infrastructure, Transport and Tourism	0	3,337,190	3,337,190	0	
Habitat Leadership Academy Youth Coach Training	Dentsu Ikueikai Foundation	500,000	500,000	1,000,000	0	
Total		500,000	3,837,190	4,337,190	0	

### 3 Breakdown of change in fixed assets

(Unit: JPY)

Account	Acquisition cost beginning	Acquisition	Disposition	Acquisition cost ending	Accumulated depreciation	Net book value
Tangible fixed assets						
Building facilities	522,504	0	0	522,504	△ 124,930	397,574
Office equipments	2,216,541	134,622	0	2,351,163	△ 2,121,072	230,091
Investments and other assets						
Security deposit	1,000,000	0	0	1,000,000	-	1,000,000
Guarantee deposit	1,400,000	1,500,000	1,400,000	1,500,000	-	1,500,000
	5,139,045	1,634,622	1,400,000	5,373,667	△ 2,246,002	3,127,665

### 4 Transactions with officers and their relatives

Transactions with officers and their relatives are as follows.

(Unit: JPY)

Account	Amount recorded	Transactions with officers and their relatives
(Statement of Activity)		
Donations	15,122,618	1,050,000
Total	15,122,618	1,050,000

### 5 Other items necessary to clarify the situation of assets, liabilities and net assets and the circumstances of change in net assets

#### • Allocation method of Project expenses and Administration expenses

Amongst the project expenses and common expenses between project expenses and administration expenses, compensations and fringes are allocated based on occupation.

**Independent Auditor's Report**  
**(English Translation)**

August 31, 2020

Mrs. Cecilia Birgitta Melin, Chair of the Board of Directors  
Specified non-profit organization Habitat for Humanity Japan

SohkenNichiei Audit Corporation

Chuo-ku, Tokyo

Atsushi Watanabe, CPA *seal*  
Representative and Engagement Partner

Yohei Awaji, CPA *seal*  
Representative and Engagement Partner

**Opinion**

We have audited the accompanying financial statements, which comprise the balance sheet, statement of activity, notes to financial statements, and the list of assets and liabilities of Specified non-profit organization Habitat for Humanity Japan (the Company) for the period from July 1, 2019 through June 30, 2020.

In our opinion, the financial statements referred to above are prepared, in all material respects, in accordance with Non-Profit Organization Accounting Principles of Japan.

**Basis for Opinion**

We conducted our audit in accordance with auditing standards generally accepted in Japan. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Company in accordance with the provisions of the Code of Professional Ethics in Japan, and we have fulfilled our other ethical responsibilities as auditors.

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

**Responsibilities of Management and Corporate Auditors for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Non-Profit Organization Accounting Principles of Japan, and for designing and operating such internal control as management determines is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern in accordance with Non-Profit Organization Accounting Principles of Japan.

Corporate auditors are responsible for overseeing the directors' performance of their duties including the design, implementation and maintenance of the Company's financial reporting process.

**Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of our audit in accordance with auditing standards generally accepted in Japan, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks.  
The procedures selected depend on the auditor's judgment.  
In addition, we obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.
- Obtain an understanding of internal control relevant to the audit in order to assess the risk and design audit procedures that are appropriate in the circumstances, while the objective of the audit is not to express an opinion on the effectiveness of the Company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the

audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Company's ability to continue as a going concern.

If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion.

Our conclusions are based on the audit evidence obtained up to the date of our auditor's report.

However, future events or conditions may cause the Company to cease to continue as a going concern.

- Evaluate whether the overall presentation and disclosures of the financial statements are in accordance with Non-Profit Organization Accounting Principles of Japan, the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with corporate auditors regarding, among other matters, the planned scope and timing of the audit, significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

#### Conflicts of Interest

Our firm and the engagement partners do not have any interest in the Company for which disclosure is required under the provisions of the Certified Public Accountants Act of Japan.



## 独立監査人の監査報告書

2020年8月31日

特定非営利活動法人ハビタット・フォー・ヒューマニティ・ジャパン

理事長 セシリア・ビルギッタ・メリン 殿

双研日栄監査法人

東京都中央区

代表社員

業務執行社員

代表社員

業務執行社員

公認会計士

公認会計士

渡辺 篤   
淡路洋平 

### 監査意見

当監査法人は、特定非営利活動法人ハビタット・フォー・ヒューマニティ・ジャパンの2019年7月1日から2020年6月30日までの2019年度（FY20:2019年7月～2020年6月）の財務諸表等、すなわち、貸借対照表、活動計算書、財務諸表の注記及び財産目録について監査を行った。

当監査法人は、上記の財務諸表等が、全ての重要な点において、NPO法人会計基準に準拠して作成されているものと認める。

### 監査意見の根拠

当監査法人は、我が国において一般に公正妥当と認められる監査の基準に準拠して監査を行った。監査の基準における当監査法人の責任は、「財務諸表等の監査における監査人の責任」に記載されている。当監査法人は、我が国における職業倫理に関する規定に従って、法人から独立しており、また、監査人としてのその他の倫理上の責任を果たしている。

当監査法人は、意見表明の基礎となる十分かつ適切な監査証拠を入手したと判断している。

### 財務諸表等に対する理事者及び監事の責任

理事者の責任は、NPO法人会計基準に準拠して財務諸表等を作成し適正に表示することにある。これには、不正又は誤謬による重要な虚偽表示のない財務諸表等を作成し適切に表示するために理事者が必要と判断した内部統制を整備及び運用することが含まれる。

財務諸表等を作成するに当たり、理事者は、継続事業の前提に基づき財務諸表等を作成することが適切であるかどうかを評価し、NPO法人会計基準に基づいて継続事業に関する事項を開示する必要がある場合には当該事項を開示する責任がある。

監事の責任は、財務報告プロセスの整備及び運用における理事の職務の執行を監視することにある。

### 財務諸表等の監査における監査人の責任

監査人の責任は、監査人が実施した監査に基づいて、全体としての財務諸表等に不正又は誤謬による重要な虚偽表示がないかどうかについて合理的な保証を得て、監査報告書において独立の立場から財務諸表等に対する意見を表明することにある。虚偽表示は、不正又は誤謬により発生する可能性があり、個別に又は集計すると、財務諸表等の利用者の意思決定に影響を与えると合理的に見込まれる場合に、重要性があると判断される。

監査人は、我が国において一般に公正妥当と認められる監査の基準に従って、監査の過程を通じて、職業的専門家としての判断を行い、職業的懐疑心を保持して以下を実施する。

- ・不正又は誤謬による重要な虚偽表示リスクを識別し、評価する。また、重要な虚偽表示リスクに対応した監査手続を立案し、実施する。監査手続の選択及び適用は監査人の判断による。さらに、意見表明の基礎となる十分かつ適切な監査証拠を入手する。

- ・財務諸表等の監査の目的は、内部統制の有効性について意見表明するためのものではないが、監査人は、リスク評価の実施に際して、状況に応じた適切な監査手続を立案するために、監査に関連する内部統制を検討する。

- ・理事者が採用した会計方針及びその適用方法の適切性、並びに理事者によって行われた会計上の見積りの合理性及び関連する注記事項の妥当性を評価する。

- ・理事者が継続事業を前提として財務諸表等を作成することが適切であるかどうか、また、入手した監査証拠に基づき、継続事業の前提に重要な疑義を生じさせるような事象又は状況に関して重要な不確実性が認められるかどうか結論付ける。継続事業の前提に関する重要な不確実性が認められる場合は、監査報告書において財務諸表等の注記事項に注意を喚起すること、又は重要な不確実性に関する財務諸表等の注記事項が適切でない場合は、財務諸表等に対して除外事項付意見を表明することが求められている。監査人の結論は、監査報告書日までに入手した監査証拠に基づいているが、将来の事象や状況により、法人は継続事業として存続できなくなる可能性がある。

- ・財務諸表等の表示及び注記事項が、NPO 法人会計基準に準拠しているかどうかとともに、関連する注記事項を含めた財務諸表等の表示、構成及び内容、並びに財務諸表等が基礎となる取引や会計事象を適正に表示しているかどうかを評価する。

監査人は、監事に対して、計画した監査の範囲とその実施時期、監査の実施過程で識別した内部統制の重要な不備を含む監査上の重要な発見事項、及び監査の基準で求められているその他の事項について報告を行う。

#### 利害関係

法人と当監査法人又は業務執行社員との間には、公認会計士法の規定により記載すべき利害関係はない。

以 上