

Performance Report

FUNDRAISING INSTITUTE OF NEW ZEALAND INC. FOR THE YEAR ENDED 31 DECEMBER 2016

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Entity Information

Fundraising Institute of New Zealand Incorporated For the year ended 31 December 2016

Legal Name of Entity

Fundraising Institute of New Zealand Incorporated

Entity Type and Legal Basis

Incorporated Society

Registration Number

512675

Entity's Purpose or Mission

The Fundraising Institute of New Zealand Incorporated (FINZ) is the professional body for charities and those employed in or involved with fundraising, sponsorship and events in the not-for-profit sector. Our aim is to promote and uphold professional and ethical fundraising and encourage the development of philanthropy in New Zealand.

FINZ champion and promote fundraising as a profession. FINZ members maintain the highest standards of fundraising, engage in the work of FINZ, commit to its mission and are at all times fully representative of the fundraising community. Ethical fundraising is vital to the fundraising profession if it is to provide its community with confidence for its cause. The application of ethics in fundraising practice provides the fundraiser and the industry with the means to enter into ongoing relationships of trust with donors, supporters, volunteers and with the beneficiaries of funds raised. FINZ is required under its constitution to establish and maintain high standards of ethics for its FINZ members. Membership of FINZ at any level is dependent on observance of the FINZ Codes and Standards of Fundraising Practice. FINZ enforces the Codes and Standards of Fundraising Practice, where necessary, by providing education programmes for FINZ members, issuing cautions and warnings, or by suspending or withdrawing membership rights and privileges.

Entity Structure

The Fundraising Institute of New Zealand Incorporated (FINZ) is governed by the FINZ Board on behalf of its members.

The current Board members are:

Dennis McKinlay, Chair (FINZ National Council)

Shane Chisholm, Councillor (The Salvation Army)

Ellie Gray, FINZ Northern Regional Representative (The University of Auckland)

Patrick Holmes, Councillor (Coastguard New Zealand)

David Lawson, Councillor (Christian World Service)

Su Marshall, FINZ Southern Regional Representative (Compton Fundraising)

Alice Montague, Councillor (New Zealand Red Cross)

Karla Paotonu, FINZ Central Regional Representative (Outward Bound)

Kate Russell, Deputy Chair (Canterbury Medical Research Foundation)

FINZ operates from its office at Level 2, 57 Willis Street, Wellington. 2016 was a year of change for staff. To manage its operation, currently it employs five employees; two full time, a CEO and Marketing & Professional Development Manager and three part-time, Finance Manager, Event & Membership Coordinator and Membership Coordinator.

Main Sources of Entity's Cash and Resources

FINZ's main resources are sponsorships, annual membership subscription fees received from members and educational events organised by FINZ and FINZ regions.

Main Methods Used by Entity to Raise Funds

FINZ is not a fundraiser.



Entity's Reliance on Volunteers and Donated Goods or Services

FINZ does not rely on volunteers and donated goods or services.

Physical Address

Level 2, Willbank House, 57 Willis Street, Wellington, New Zealand

Postal Address

PO Box 11203, Manners Street, Wellington, New Zealand, 6142



Approval of Financial Report

Fundraising Institute of New Zealand Incorporated For the year ended 31 December 2016

The Officers are pleased to present the approved financial report including the historical financial statements of Fundraising Institute of New Zealand Incorporated for year ended 31 December 2016.

APPROVED

Date 14/4/17

Date 14/4/2017



Statement of Service Performance

Fundraising Institute of New Zealand Incorporated For the year ended 31 December 2016

Description of Entity's Outcomes

To advance fundraising to the direct benefits of Charities and not-for-profit organisations operating in New Zealand through ethics, education and advocacy, FINZ is concerned with:

Outputs

	Actual*	Budget	Actual*
Description and Quantification (to the extent practicable) of the Entity's Outputs:*	This Year	This Year	Last Year
Membership Category	Number of members		Number of members
FINZ Individual	241	Not available	200
FINZ Organisation	272	Not available	231
Total members	513		431
Website impact for FINZ Site	<u>Data</u>		<u>Data</u>
Pageviews	260,137	Not available	101,889
Sessions	102,961	Not available	21,718
Users	53,335	Not available	40,701
New Visitors	48.90%	Not available	48.30%
Returning Visitors	51.10%	Not available	51.70%
FINZ Education Event Category	Number registered		
2016 FINZ Conference	233	Not available	Not available
2016 FINZ Conference Master Class	134	Not available	Not available
Certifiate of Fundraising	34	Not available	Not available
Professional development: Fundraising Practices	115	Not available	Not available
Professional development: Governance Training	26	Not available	Not available
Professional development: Major Gifts	146	Not available	Not available
FINZ Central	268	Not available	Not available
FINZ Northern	225	Not available	Not available
FINZ Southern	97	Not available	Not available

^{*}Providing the best professional development programmes to lead and educate fundraisers;

^{*}Developing standards of practice to enhance the integrity and professionalism of fundraisers and the fundraising sector;

^{*}Advocating the value of fundraising to society and government in order to empower fundraisers in their work in and with communities.



Additional Output Measures

Promote fundraising as a profession.

Additional Information

2016 was an extraordinary year for FINZ. With limited staff, FINZ National Office and FINZ regions have delivered 36 courses and an annual conference to lead and educate fundraisers. Membership has increased by 19% since 2015 and more marketing efforts will be put into 2017 to enhance members' benefits. The Code of Ethics has been refreshed to provide a more efficient and usable document. FINZ and The Public Fundraising Regulatory Association have developed a response document to MBIE consultation and will be presented to the new Minister.



Statement of Financial Performance

Fundraising Institute of New Zealand Incorporated For the year ended 31 December 2016

	NOTES	2016	2015
Revenue	./	ANNUAL CONTRACTOR	
Fees, subscriptions and other revenue from members	1	153,603	148,194
Revenue from providing goods or services	1	437,384	517,171
Interest, dividends and other investment revenue	1	2,491	7,929
Total Revenue		593,478	673,294
Expenses			
Volunteer and employee related costs	2	314,413	322,786
Costs related to providing goods or service	2	231,958	236,192
Other expenses	2	130,813	106,243
Total Expenses		677,184	665,221
Surplus/(Deficit) for the Year		(83,706)	8,073
Income tax expense		all Market	
Income tax expense		-	9,626
Surplus/(Deficit) after tax		(83,706)	(1,553)



Statement of Financial Position

Fundraising Institute of New Zealand Incorporated As at 31 December 2016

	NOTES	31 DEC 2016	31 DEC 2015
Assets			
Current Assets			
Bank accounts and cash	4	89,745	66,887
Debtors and prepayments	4	111,906	49,629
Include A Charity		19,349	45,228
Other Current Assets	4	40,065	100,370
Total Current Assets		261,065	262,114
Non-Current Assets			
Property, Plant and Equipment	6	29,794	41,262
Other non-current assets	4	1,500	1,500
Total Non-Current Assets		31,294	42,762
Total Assets		292,359	304,875
Liabilities Current Liabilities			
Creditors and accrued expenses	5	23,582	7,762
Employee costs payable	5	8,558	20,470
Other current liabilities	5	164,929	97,648
Total Current Liabilities		197,069	125,879
Total Liabilities		197,069	125,879
Total Assets less Total Liabilities (Net Assets)		95,291	178,996
Accumulated Funds	.,,		
Accumulated surpluses or (deficits)	7	95,291	178,996
Total Accumulated Funds		95,291	178,996



Statement of Cash Flows

Fundraising Institute of New Zealand Incorporated For the year ended 31 December 2016

	2016	2015
statement of Cash Flows		
Cash Flows from Operating Activities		
Cash was received from		
Fees, subscriptions and other receipts from members	156,195	175,030
Revenue from providing goods or services	464,650	502,526
Interest, dividends and other investment receipts	4,976	10,564
Total Cash was received from	625,821	688,120
Cash was applied to		
Payments to suppliers and employees	(685,451)	(660,751)
Net GST	(1,466)	(2,282)
Total Cash was applied to	(686,917)	(663,033)
Total Cash Flows from Operating Activities	(61,096)	25,087
Cash Flows from Investing and Financing Activities	ANNUA	
Cash was received from		
Receipts from the sale of investments	57,820	
Proceeds from loans borrowed from other parties	2,995	
Repayments of loans advanced to others	26,878	1
Total Cash was received from	87,693	1
Cash was appplied to		
Payments to acquire property, plant and equipment	(3,740)	(11,365
Payments to purchase investments	- -	(3,039)
Loans advanced to others	•	(61,292)
Total Cash was appplied to	(3,740)	(75,696
Total Cash Flows from Investing and Financing Activities	83,953	(75,695
Net Increase/(Decrease) in Cash	22,857	(50,608
Opening Cash Balance		
Bank accounts and cash	66,888	117,49
Total Opening Cash Balance	66,888	117,49
Closing Cash Balance	89,745	66,88
Bank Accounts and Cash	89,745	66,887



Statement of Accounting Policies

Fundraising Institute of New Zealand Incorporated For the year ended 31 December 2016

Basis of Preparation

The entity has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

This is the Entity's first Performance Report presented in accordance with PBE NFP Tier 3 Standards.

Upon transition to these Standards the entity has complied with the General Provisions set out in Appendix B (transitional arrangements) of the Tier 3 Framework and restated the comparative period figures.

Presentation Currency

The Performance Report is presented in New Zealand dollars (NZ\$) and all values are rounded to the nearest NZ\$.

Revenue Recognition

Fees and subscriptions from members are recorded evenly over the period the item is provided, or where the value varies recorded proportionally on the basis of value in relation to total estimated value.

Provision of services are recognised on a stage of completion basis.

Interest income is recorded as it is earned.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Trade Receivables

Trade receivables are initially measured at the amount owed. When it is likely that the amount owed, or some portion, will not be collected, an impairment adjustment is recorded. Interest charged on overdue amounts are added to the individual debtor balance.

Income Tax

Income tax is accounted for using the taxes payable method. Fundraising Institute of New Zealand is liable for income taxation on income derived from outside the circle of membership, less allowable deductions.



Property, Plant and Equipment

Items of property, plant and equipment are initially recognised at cost. Historic cost includes items of expenditure directly attributable to the acquisition of assets and includes the cost of replacements that are eligible for capitalisation when these are incurred.

All other repairs and maintenance expenditure is recognised in the Statement of Financial Performance as incurred.

Depreciation is calculated on a straight line basis over the estimated useful life of the asset. The following estimated depreciation rates have been used:

Software 25% SL Office Equipment 7% - 50% SL

Office Fitout 7% SL

Website 30% - 40% SL

An item of property, plant and equipment or investment property is derecognised upon disposal or when no further future economic benefits are expected from its use or disposal. Any gain or loss arising on derecognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in the Statement of Financial Performance in the year the asset is derecognised.

Provisions

Provisions are recognised when the entity has an obligation which can be reliably measured at balance date as a result of a past event and it is probable that the company will be required to settle the obligation.

Provisions are measured at the present value of management's best estimate of the expenditure required to settle the obligation at balance date. Movements in the best estimate are recorded in the Statement of Financial Performance.

Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

Changes in Accounting Policies

This is the first year the entity has applied the Tier 3 Framework and related Accounting Policies. Upon transition, there were no material adjustments to the entity's accounting policies.



Notes to the Performance Report

Fundraising Institute of New Zealand Incorporated For the year ended 31 December 2016

	2016	2015
Analysis of Revenue		
Revenue		
Fees, Subscriptions and other revenue from members		
Membership	153,603	148,194
Total Fees, Subscriptions and other revenue from members	153,603	148,194
Revenue from providing goods and services		
Conference	193,840	203,708
Professional Development	102,404	142,02.
Sponsorship	32,906	82,096
Marketing & Communications	60,606	52,662
Other Income	47,628	36,68
Total Revenue from providing goods and services	437,384	517,17
Interest, Dividends and other investment revenue		
Interest Received	2,491	7,92
Total Interest, Dividends and other investment revenue	2,491	7,92
Total Revenue	593,478	673,29
	2016	201
Analysis of Expenses	2016	201
Volunteer and employee related costs		
Volunteer and employee related costs ACC	503	1,30
Volunteer and employee related costs ACC Management Consultancy Fee	503 11,321	1,30
Volunteer and employee related costs ACC Management Consultancy Fee Salaries	503 11,321 285,512	1,30 299,05
Volunteer and employee related costs ACC Management Consultancy Fee Salaries Staff Amenities	503 11,321 285,512 10,828	1,30 299,05 6,37
Volunteer and employee related costs ACC Management Consultancy Fee Salaries	503 11,321 285,512 10,828 3,293	1,30 299,05 6,37 1,07
Volunteer and employee related costs ACC Management Consultancy Fee Salaries Staff Amenities Staff travel: International Staff travel: National	503 11,321 285,512 10,828 3,293 2,956	1,30 299,05 6,37 1,07 14,98
Volunteer and employee related costs ACC Management Consultancy Fee Salaries Staff Amenities Staff travel: International	503 11,321 285,512 10,828 3,293	1,30 299,05 6,37 1,07
Volunteer and employee related costs ACC Management Consultancy Fee Salaries Staff Amenities Staff travel: International Staff travel: National	503 11,321 285,512 10,828 3,293 2,956 314,413	1,30 299,05 6,37 1,07 14,98 322,78
Volunteer and employee related costs ACC Management Consultancy Fee Salaries Staff Amenities Staff travel: International Staff travel: National Total Volunteer and employee related costs	503 11,321 285,512 10,828 3,293 2,956	1,30 299,05 6,37 1,07 14,98
Volunteer and employee related costs ACC Management Consultancy Fee Salaries Staff Amenities Staff travel: International Staff travel: National Total Volunteer and employee related costs Costs related to providing goods or services	503 11,321 285,512 10,828 3,293 2,956 314,413	1,30 299,05 6,37 1,07 14,98 322,78
Volunteer and employee related costs ACC Management Consultancy Fee Salaries Staff Amenities Staff travel: International Staff travel: National Total Volunteer and employee related costs Costs related to providing goods or services Conference Expenses	503 11,321 285,512 10,828 3,293 2,956 314,413	1,30 299,05 6,37 1,07 14,98 322,78
Volunteer and employee related costs ACC Management Consultancy Fee Salaries Staff Amenities Staff travel: International Staff travel: National Total Volunteer and employee related costs Costs related to providing goods or services Conference Expenses Marketing and Communication	503 11,321 285,512 10,828 3,293 2,956 314,413	1,30 299,05 6,37 1,07 14,98 322,78
Volunteer and employee related costs ACC Management Consultancy Fee Salaries Staff Amenities Staff travel: International Staff travel: National Total Volunteer and employee related costs Costs related to providing goods or services Conference Expenses Marketing and Communication Professional Development Expenses	503 11,321 285,512 10,828 3,293 2,956 314,413 135,269 23,370 73,319 231,958	1,30 299,05 6,37 1,07 14,98 322,78 115,10 18,05 103,51 236,67
Volunteer and employee related costs ACC Management Consultancy Fee Salaries Staff Amenities Staff travel: International Staff travel: National Total Volunteer and employee related costs Costs related to providing goods or services Conference Expenses Marketing and Communication Professional Development Expenses Total Costs related to providing goods or services	503 11,321 285,512 10,828 3,293 2,956 314,413 135,269 23,370 73,319	1,30 299,05 6,37 1,07 14,98 322,78 115,10 18,05 103,51
Volunteer and employee related costs ACC Management Consultancy Fee Salaries Staff Amenities Staff travel: International Staff travel: National Total Volunteer and employee related costs Costs related to providing goods or services Conference Expenses Marketing and Communication Professional Development Expenses Total Costs related to providing goods or services Other expenses	503 11,321 285,512 10,828 3,293 2,956 314,413 135,269 23,370 73,319 231,958	1,30 299,05 6,37 1,07 14,98 322,78 115,10 18,05 103,51 236,67
Volunteer and employee related costs ACC Management Consultancy Fee Salaries Staff Amenities Staff travel: International Staff travel: National Total Volunteer and employee related costs Costs related to providing goods or services Conference Expenses Marketing and Communication Professional Development Expenses Total Costs related to providing goods or services Other expenses Administration Costs	503 11,321 285,512 10,828 3,293 2,956 314,413 135,269 23,370 73,319 231,958	1,30 299,05 6,37 1,07 14,98 322,78 115,10 18,05 103,51 236,67
Volunteer and employee related costs ACC Management Consultancy Fee Salaries Staff Amenities Staff travel: International Staff travel: National Total Volunteer and employee related costs Costs related to providing goods or services Conference Expenses Marketing and Communication Professional Development Expenses Total Costs related to providing goods or services Other expenses Administration Costs Governance	503 11,321 285,512 10,828 3,293 2,956 314,413 135,269 23,370 73,319 231,958	1,30 299,05 6,37 1,07 14,98 322,78 115,10 18,05 103,51 236,67



	2016	2015
3. Taxation		
Net Profit/(Loss) before taxation	(83,706)	8,073
Add		
Exempt Expenditure	201,612	166,736
Non-deductible Expenditure	1,340	2,284
Total Add	202,952	169,020
Less		
Exempt Income	153,603	148,194
Not for Profit Exemptions	<u>-</u>	1,000
Timing Difference	12,177	(6,479)
Total Less	165,780	142,715
Taxable Income/(Loss)	(46,534)	34,378
Provision for Income Tax	-	9,626
Taxation Movements		
Opening Balance	5,769	10,969
RWT Paid	(509)	(2,211)
PIE Tax Paid	· ·	(44)
Provisional Tax Paid	(1,679)	(1,603)
Terminal Tax Paid	(6,159)	(11,599)
Penalties	8	-
Use of Money Interest	384	631
Total Taxation Movements	(2,186)	(3,857)
Tax Payable	(2,186)	5,769

Tax losses amounting to \$46,534 are to be carried forward to be offset against future taxable income. The availability of tax losses is subject to the requirements of the Income Tax Act 2007 continuing to be met. The potential future income tax benefit has not been recorded in the accounts.

	2016	2015
4. Analysis of Assets		
Bank accounts and cash		
ASB Current Account	9,242	6,515
ASB Savings On Call	59,087	-
FINZ BOP Division - Kiwibank Notice Saver	901	901
FINZ Central Division - Kiwibank Notice Saver	-	14,151
FINZ Northern Division - Kiwibank Notice Saver	13,192	17,714
FINZ Otago Division - Kiwibank Notice Saver	842	792
FINZ Southern Division - Kiwibank Notice Saver	-	1,000
Kiwibank Current account	6,482	25,813
Total Bank accounts and cash	89,745	66,887
Debtors and prepayments		
Accounts receivable	98,591	44,722
Doubtful debts provision	(4,400)	(2,768)
Prepayments	17,715	7,675
Total Debtors and prepayments	111,906	49,629



Other current assets		
ASB Term Deposit	39,844	
Accrued Revenue	221	2,706
BNZ Term Deposit	-	38,020
Kiwibank Business Term Deposit	-	17,307
Kiwibank BusTerm Deposit	•	42,337
Total Other current assets	40,065	100,370
Other non-current assets		
Trademark	1,500	1,500
Total Other non-current assets	1,500	1,500
	2016	2015
. Analysis of Liabilities		
Creditors and accrued expenses		-
Accrued Expenses	9,604	
Accounts Payable	13,977	7,762
Total Creditors and accrued expenses	23,582	7,762
Employee costs payable		
Holiday Pay Accrual	8,558	20,470
Total Employee costs payable	8,558	20,470
Other current liabilities		2.70
Credit Cards	86	2,762
GST	27,151	22,40
Income in Advance	137,873	62,80
Income Tax Payable	(2,189)	5,76
FINZ Educational Trust	(987)	(1,986
Money held on behalf	2,995	
NZ Post Promotion to FINZ Members	-	5,89
Total Other current liabilities	164,929	97,64
	2016	2015
5. Property, Plant and Equipment		
Software		
Opening Carrying Value	26,084	21,58
Additions	-	11,36
Amortisation	(8,237)	(6,864
Total Software	17,847	26,08
Office Equipment		
Opening Carrying Value	7,150	10,05
Additions	1,041	
Depreciation	(2,127)	(2,905
Total Office Equipment	6,064	7,15
Office Fitout		
Opening Carrying Value	2,949	3,20



Depreciation					(252)	(252
Total Office Fitout					2,697	2,949
Website						
Opening Carrying Value			 	 	5,079	10,845
Additions					2,700	
Amortisation					(4,593)	(5,765
Total Website					3,186	5,079
Total Property, Plant and Equ	ipment				29,794	41,26
			 		2016	201
7. Accumulated Funds	,,,1,2,1,1,1,1,1,1,1,1,1,1,1,1,1,1,1,1,	*****	 	 		
Accumulated Funds						
Opening Balance					178,996	180,54
Capital contributed by owne	ers or members				-	
Accumulated surpluses or (d	deficits)				(83,706)	(1,553
Total Accumulated Funds					95,291	178,99
Total Accumulated Funds					95,291	178,99
					2016	201
3. Commitments						yt.
Operating Leases						
Office Premises				 		
Current					21,450	21,45
Non-current					17,875	39,32
Total Office Premises					39,325	60,77
Printer			 			
Current					2,388	2,38
Non-current					3,781	6,16
Total Printer					6,169	8,55
Total Operating Leases					45,494	69,33

9. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 31 December 2016 (Last year - nil).



10. Related Parties

FINZ Educational Trust

Nature of relationship

Ellie Gray, board member of Fundraising Institute of New Zealand, is also an Officer of Fundraising Institute of New Zealand Educational Trust

Transactions during the year

The Educational Trust repaid \$1,000 of the loan during the year

Closing balance

\$987 (current asset)

Include A Charity

Nature of relationship

Dennis McKinlay, President of Fundraising Institute of New Zealand, is also a Trustee on Include A Charity Trust's board

Transactions during the year

Include A Charity repaid \$28,543 of the loan during the year

Include A Charity reimbursed Fundraising Institute of New Zealand \$2500 for the use of it's premises

Include A Charity paid Fundraising Institute of New Zealand \$37,630 for the use of it's employee's time

Include A Charity advanced Fundraising Institute of New Zealand \$70,000 during the year for it's use

Fundraising Institute of New Zealand repaid \$70,000 of the monies advanced to it by Include A Charity

Closing balance

\$19,349 (current asset)

Dennis McKinlay

Nature of relationship

Dennis McKinlay was paid a management consultancy fee during the year for his oversight role supporting Sheridan Bruce for 3 Months during the year, he is also the President of Fundraising Institute of New Zealand

Transactions during the year

Fundraising Institute of New Zealand paid Dennis McKinlay \$11,200 for his oversight role during the year

Closing balance

Nil

11. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (Last year - nil).

12. Ability to Continue Operating

The entity will continue to operate for the foreseeable future.



Independent auditor's report

To the Members of the Fundraising Institute of New Zealand Incorporated

Opinion

We have audited the accompanying performance report of the Fundraising Institute of New Zealand Incorporated on pages 3 to 17, which comprises the entity information, the statement of service performance, the statement of financial performance and statement of cash flows for the year ended 31 December 2016, the statement of financial position as at 31 December 2016, and the statement of accounting policies and notes to the performance report.

In our opinion:

- a) the reported outcomes and outputs, and quantification of the outputs to the extent practicable, in the statement of service performance are suitable
- b) the accompanying performance report presents fairly, in all material respects:
 - the entity information for the year then ended
 - the service performance for the year then ended, and
 - the financial position of the Fundraising Institute of New Zealand Incorporated as at 31
 December 2016, and its financial performance, and cash flows for the year then ended
 in accordance with Public Benefit Entity Simple Format Reporting Accrual (Not-For-Profit)
 issued by the New Zealand Accounting Standards Board.

Basis for Opinion

We conducted our audit of the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)), and the audit of the entity information and statement of service performance in accordance with the International Standard on Assurance Engagements (New Zealand) ISAE (NZ) 3000 (Revised). Our responsibilities under those standards are further described in the 'Auditor's responsibilities for the audit of the performance report' section of our report.

We are independent of the Fundraising Institute of New Zealand Incorporated in accordance with Professional and Ethical Standard 1 (Revised) 'Code of ethics for assurance practitioners' issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

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

Other than our capacity as auditor we have no relationship with, or interests in, the Fundraising Institute of New Zealand Incorporated.

The Board's responsibilities for the performance report

The Board are responsible for:

 a) Identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance



- b) the preparation and fair presentation of the performance report on behalf of the Fundraising Institute of New Zealand Incorporated which comprises:
 - the entity information
 - the statement of service performance; and
 - the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued by the New Zealand Accounting Standards Board, and
- c) for such internal control as the Board determine is necessary to enable the preparation of the performance report that is free from material misstatement, whether due to fraud or error.

In preparing the performance report, the Board are responsible on behalf of the Fundraising Institute of New Zealand Incorporated for assessing the Fundraising Institute of New Zealand Incorporated ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Board either intend to liquidate the Fundraising Institute of New Zealand Incorporated or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the performance report

Our objectives are to obtain reasonable assurance about whether the performance report is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (NZ) and ISAE (NZ) 3000 (Revised) will always detect a material misstatement when it exists. 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 decisions of users taken on the basis of the performance report.

As part of an audit in accordance with ISAs (NZ) and ISAE (NZ) 3000 (Revised), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the performance report, whether due to
 fraud or error, design and perform audit procedures responsive to those risks, and obtain audit
 evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not
 detecting a material misstatement resulting from fraud is higher than for one resulting from error,
 as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override
 of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Fundraising Institute of New Zealand Incorporated 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 the use of the going concern basis of accounting by the Board and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Fundraising Institute of New Zealand Incorporated 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 performance report 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 Fundraising Institute of New Zealand Incorporated to cease to continue as a going concern.



- Evaluate the overall presentation, structure and content of the performance report, including the
 disclosures, and whether the performance report represents the underlying transactions and
 events in a manner that achieves fair presentation.
- Perform procedures to obtain evidence about and evaluate whether the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are relevant, reliable, comparable and understandable.

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

This report is made solely to the members of the Fundraising Institute of New Zealand Incorporated. Our audit has been undertaken so that we might state to the members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the members, for our audit work, for this report, or for the opinions we have formed.

Moore Stephens Wellington Audit

Moore Stephens Wellington Audit | Qualified Auditors, Wellington, New Zealand 14 April 2017