



**Help - Hilfe zur Selbsthilfe e.V**

**Representative Office in Kosovo**

Independent Auditor's Report and Individual Financial Statements  
for the year ended December 31, 2020

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## INDEPENDENT AUDITOR'S REPORT

### To the Management of "Help" - Hilfe zur Selbsthilfe e.V Representative Office in Kosovo

#### **Opinion**

We have audited the accompanying financial statements of "Help" - Hilfe zur Selbsthilfe e.V Representative Office in Kosovo, which comprise the statement of financial position as at December 31, 2020 and the statement of profit or loss, statement of changes in fund balances and statement of cash flow for the year then ended, and other explanatory notes.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of "Help" - Hilfe zur Selbsthilfe e.V Representative Office in Kosovo as of December 31, 2020, results of its operation and the cash flow for the year then ended in conformity with actual laws.

#### **Basis for Opinion**

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Project financial report section of our report. We are independent of the Business in accordance with International Ethics Standards Board for Accountants Code of Ethics for Professional Accountants (IESBA Code), 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.

#### **Responsibilities of Management and those charged with Governance for the financial statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the International Financial Reporting Standard and the internal controls that the management deems necessary to enable the preparation of financial statements without material misstatement due to fraud or error.

For the financial statement's preparation, management is responsible for assessing the organization's ability to sustainability in the future, disclosing, as necessary, future sustainability issues and using the accounting continuity principle unless management intends to liquidate the Organization or Interrupt the operation, or there is no other possible alternative than to do it.

Those charged with governance are responsible for overseeing the Organization'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. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in total, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs, 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, 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 Organization'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 Organization'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 Organization to cease to continue as a going concern.

We communicate with those charged with governance 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.

Armend Osaj – Statutory Auditor  
ACA – Audit & Consulting Associates  
Pristina, Kosovo  
March, 2021



**Help - Hilfe zur Selbsthilfe e.V Representative Office in Kosovo**  
**Statement of Financial Position**  
**For the year ended December 31, 2020**

	Note	December 31, 2020 (in EUR)	December 31, 2019 (in EUR)
<b>ASSETS</b>			
<b>Non-current assets</b>			
Property and equipment		-	-
Total non-current assets		-	-
<b>Current assets</b>			
Cash and bank balances	3	120,629	60,666
Total current assets		120,629	60,666
<b>TOTAL ASSETS</b>		<b>120,629</b>	<b>60,666</b>
<b>LIABILITIES AND RESERVES</b>			
<b>Current liabilities</b>			
Accounts payable and accrued expenses		-	-
Deferred Revenue		-	-
Total current liabilities		-	-
<b>Reserves</b>			
Retained surplus		60,666	38,490
Net (deficit)/surplus for the year		59,963	22,176
Total reserves		120,629	60,666
<b>TOTAL LIABILITIES AND RESERVES</b>		<b>120,629</b>	<b>60,666</b>

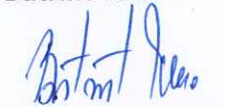
The financial statements have been signed on March 2021 by:

**Shqipe Breznica Tuzi**

  
**Program Cordinator**



**Butrint Tuzi**

  
**Financial Officer**

*The accompanying notes from 1 to 10 form an integral part of these financial statements*

**Help - Hilfe zur Selbsthilfe e.V Representative Office in Kosovo**  
**Statement of Profit or Loss**  
**For the year ended December 31, 2020**

	Notes	End of year December 31, 2020 (in EUR)	End of year December 31, 2019 (in EUR)
<b>Income</b>			
Income	4	724,973	622,899
<b>Total income</b>		<b>724,973</b>	<b>622,899</b>
<b>Expenditure</b>			
Direct Costs	5	458,443	395,516
Personel expenses	6	135,412	122,841
Running Costs	7	3,000	1,558
Transportation	8	25,323	40,543
Administrative expenses	9	42,832	40,265
<b>Total expenditure</b>		<b>665,010</b>	<b>600,722</b>
<b>Net (Deficit)/surplus for the year</b>		<b>59,963</b>	<b>22,176</b>

*The accompanying notes from 1 to 10 form an integral part of these financial statements*

**Help - Hilfe zur Selbsthilfe e.V Representative Office in Kosovo**  
**Statement of Changes in Net Assets**  
**For the year ended December 31, 2020**

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	<b>December 31, 2020 (in EUR)</b>
Opening balance as at January 1st, 2019	<b>38,490</b>
Net deficit/surplus for the year ended December 31, 2019	<u>22,176</u>
<b>Balance as at December 31, 2019</b>	<b><u>60,666</u></b>
Opening balance as at January 1st, 2020	<b>60,666</b>
Net deficit/surplus for the year ended December 31, 2020	<u>59,963</u>
<b>Balance as at December 31, 2020</b>	<b><u>120,629</u></b>

*The accompanying notes from 1 to 10 form an integral part of these financial statements*

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## Help - Hilfe zur Selbsthilfe e.V Representative Office in Kosovo

### Statement of Cash Flows

For the year ended December 31, 2020

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	End of year December 31, 2020 (in EUR)	End of year December 31, 2019 (in EUR)
<b>Cash flows from operating activities</b>		
(Deficit)/surplus for the period	59,963	22,176
Adjustment for:		
Depreciation	-	-
Change in deferred revenues	-	-
Change in receivables	-	-
Change in payables	-	-
<b>Net cash from operating activities</b>	<b>59,963</b>	<b>22,176</b>
<b>Cash flows from investing activities</b>		
Acquisition of property and equipment	-	-
<b>Net cash used in investing activities</b>	<b>-</b>	<b>-</b>
<b>Net increase in cash and cash equivalents</b>	<b>59,963</b>	<b>22,176</b>
Cash and cash equivalents at 1 January	60,666	38,490
<b>Cash and cash equivalents at 31 December</b>	<b>120,629</b>	<b>60,666</b>

*The accompanying notes from 1 to 10 form an integral part of these financial statements*

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**Help - Hilfe zur Selbsthilfe e.V Representative Office in Kosovo**  
**Notes to the Financial Statements**  
**For the year ended December 31, 2020**

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**1. INTRODUCTION**

The Help Mission in the Republic of Kosovo began its operation during the emergency phase in Kosovo in 2000. After several years of pausing with activities in Kosovo, Help started with the project "Support to socio-economic stability through empowerment of micro business sector in Kosovo" in May 2015.

During 2020, Help implement some honorable projects to:

LUXEMBOURG - Projects "Supporting and Promoting the Well-Being of Persons with Down Syndrome" starting October 15, 2018. The project focuses on supporting and promoting the well-being of people with Down syndrome.

EMPOWER - The "Empower" project includes the period July 30, 2018 - October 31, 2019. The project focuses on the promotion of entrepreneurship in special groups of people with fewer self-financing opportunities.

**Help - Hilfe zur Selbsthilfe e.V Representative Office in Kosovo**  
**Notes to the Financial Statements**  
**For the year ended December 31, 2020**

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**2. BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES**

**2.1 Basis of preparation**

The financial statements for the Organization have been prepared on a cash basis for revenue and expenditure. The basics of measurement are described in more detail in the accounting policies set out below.

**2.2 Currency of presentation**

The functional currency of the Organization is the European Union currency unit Euro ("EUR"). The business financial statements are presented in Euro.

**2.3 Cash and cash equivalents**

For the purpose of the statement of cash flows, cash and cash equivalents are considered to be cash on hand and at bank and in operating accounts at bank with an original maturity of three months or less.

**2.4 Revenue recognition**

Grant revenues are recognized as revenue in the period in which they are paid. At the end of the year the excess amount of income in addition to expenses is treated as a balance carried forward to the next period.

**2.5 Financial costs**

Expenses incurred are recognized in the relevant period on a cash basis.

**2.6 Taxes**

The organization was established as a non-governmental organization; therefore, it has responsibilities and operates as an NGO under the applicable laws of Kosovo.

**2.7 Employee benefits**

The Organization, in the normal course of business, makes payments to the State budget of on behalf of its employees. The majority of the Organization's employees are members of the State pension plan. All such contributions to the mandatory government pension schemes are expensed when incurred. The Organization does not operate any other pension scheme or postretirement benefit plan and, consequently, has no obligation in respect of pensions.

In addition, the Organization has no material obligations to provide further benefits to current and former employees.

**Help - Hilfe zur Selbsthilfe e.V Representative Office in Kosovo**  
**Notes to the Financial Statements**  
**For the year ended December 31, 2020**

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**3. CASH AND CASH EQUIVALENTS**

	December 31, 2020 (in EUR)	December 31, 2019 (in EUR)
Cash bank account - ProCredit 144	75,388	45,140
Cash bank account - ProCredit 117	12,060	60
Cash bank account - ProCredit 135	2,470	490
Cash bank account - ProCredit 153	9,965	2,667
Cash bank account - ProCredit 126	20,746	11,490
Cash in hand	-	819
<b>Total Cash and Bank Balances</b>	<b>120,629</b>	<b>60,666</b>

During this period Help had five bank accounts opened in ProCredit Bank Kosovo. Bank accounts are in Euro currency.

**4. INCOME**

	December 31, 2020 (in EUR)	December 31, 2019 (in EUR)
Income from Bonn	528,646	364,929
Income from Municipalities	-	110,000
Income from Beneficiaries	38,599	41,270
Income from Ministry	-	42,000
Income from TKA	134,400	49,000
Income from Empower Usaid	-	8,200
Income from Embassy of Luxembourg	10,000	1,500
Other income	4,790	6,000
Income from DRC	8,539	-
<b>Total Income</b>	<b>724,973</b>	<b>622,899</b>

**Help - Hilfe zur Selbsthilfe e.V Representative Office in Kosovo**  
**Notes to the Financial Statements**  
**For the year ended December 31, 2020**

**5. DIRECT PROJECT EXPENSES**

	December 31, 2020 (in EUR)	December 31, 2019 (in EUR)
SOE 01	-	9,500
SOE 03	310,993	353,799
ALB 002	38,995	16,897
KOS 001	4,712	-
KOS 028	-	8,320
KOS 030	-	7,000
KOS 031	42,022	-
XKX 035	8,539	-
XKX 036	48,593	-
XKX 040	4,590	-
<b>Total Direct Project Expense</b>	<b>458,443</b>	<b>395,516</b>

**6. PERSONNEL EXPENSES**

	December 31, 2020 (in EUR)	December 31, 2019 (in EUR)
SOE 03	95,166	103,371
SOE 04	5,444	-
KOS 031	34,802	-
KOS 028	-	19,469
<b>Total personnel expenses</b>	<b>135,412</b>	<b>122,841</b>

**7. RUNNING EXPENSES**

	December 31, 2020 (in EUR)	December 31, 2019 (in EUR)
SOE 03	-	366
ALB 002	3,000	176
KOS 028	-	1,016
<b>Total Running Costs</b>	<b>3,000</b>	<b>1,558</b>

**Help - Hilfe zur Selbsthilfe e.V Representative Office in Kosovo**  
**Notes to the Financial Statements**  
**For the year ended December 31, 2020**

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**8. TRANSPORTATION EXPENSES**

	December 31, 2020 (in EUR)	December 31, 2019 (in EUR)
SOE 01	-	45
SOE 03	14,244	18,897
ALB 002	473	2,054
KOS 031	2,506	-
KOS 028	-	3,047
KOS 001	8,100	16,500
<b>Total Transportation</b>	<b>25,323</b>	<b>40,543</b>

**9. ADMINISTRATIVE EXPENSES**

	December 31, 2020 (in EUR)	December 31, 2019 (in EUR)
SOE 01	-	216
SOE 03	29,363	30,432
SOE 04	171	-
ALB 002	262	1,543
KOS 031	7,370	-
KOS 028	-	7,842
KOS 001	122	232
XKX 036	134	-
XKX 040	5,410	-
<b>Total Administrative expenses</b>	<b>42,832</b>	<b>40,265</b>

**10. SUBSEQUENT EVENTS**

**COVID-19**

The period of several months of closure of the organization or reduction of activities may have an effect on the operations of the organization in the future.

At the time of preparation of the audit report, the organization has continued operations and has been able to meet its obligations, therefore the report is prepared using the basis of continuity.