

American Near East Refugee Aid (ANERA) and its AMER Medical Division

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Middle East Offices in Jerusalem and Gaza

(R)

AMERICAN NEAR EAST REFUGEE AID

1992 ANNUAL REPORT







1992: To Reduce Poverty and Relieve Suffering in The Middle East...

ANERA's (American Near East Refugee Aid) mission is to reduce poverty and relieve suffering in the Middle East. This mission means that we formulate and implement social and economic development projects in cooperation with indigenous institutions. We also provide relief in response to civilian emergencies and dire need. ANERA, established in 1968 as a non-profit, charitable organization, is principally concerned with the long-term development needs of Palestinians and Lebanese, but also has some projects in Jordan and Israel. ANERA assists grassroots organizations to provide their communities with crucial health and welfare services in addition to increasing employment and educational opportunities. Another focus is to support local institutions needing to improve the status and opportunities for deprived groups. ANERA also helps provide the basic necessities of life to people adversely affected by war and conflict. Through these efforts and through increasing American understanding of the region, ANERA promotes peace.

American Middle East Rehabilitation (AMER) is the medical division of ANERA. Before becoming part of ANERA in 1971, AMER was the oldest non-sectarian American voluntary agency providing assistance to Palestinian refugees and other needy individuals in the Arab world. AMER assists medical programs in meeting their annual requirements of drugs and medical supplies and with emergency shipments in time of war.

WITH DIGNITY...

Because ANERA works with local Palestinian and Lebanese organizations people have a say in their future. Through better education, improved health care and economic growth Palestinians and Lebanese can lift themselves out of poverty and create a positive future. ANERA is there to help.

President's Letter

Dear Friend of ANERA:

The Middle East — and the world — are in transition. The demise of the Cold War gives us great opportunity for positive change, but also there is much to be done to overcome the negative effects of past and current



conflicts. In the geographical areas in which ANERA operates, this new opportunity is twofold. First, the Arabs and Israelis, indeed the Palestinians and Israelis, are sitting at the same table, discussing the prospects for peace. This is a momentous breakthrough and all involved in making it happen are to be commended: the Arabs, Palestinians and Israelis, the Americans, especially President Bush and former Secretary of State Baker, and our new partners, the Russians. If peace can be realized through this process, the lives of all involved will certainly change for the better. Second, Lebanon's fifteen year war appears to have ended. There has been no significant fighting for almost two years. While much must be accomplished to rebuild and heal the country, the potential for progress after a decade and a half of travail is there.

Within the context of these opportunities, there is still great need. ANERA's services which you, the American people, make possible are still very much in demand. The social and economic conditions in the West Bank, Gaza and Lebanon have suffered considerably through these sustained crises. Children, women, men, families still need improved access to health care, jobs, education, credit and other essential services.

During this past year, ANERA sustained its normal development programs and projects in the West Bank, Gaza and Lebanon. Always working with local institutions, which helps ensure that the activities are sustainable, ANERA provided a broad range of technical expertise and considerable funding to over 95 projects in the areas of community and economic development, education and health services. ANERA's friends, as may be seen from the project list found in this report, supported projects with agricultural cooperatives, clinics, hospitals, educational institutions and grassroots and women's groups seeking to better the lives of their poorer neighbors.

ANERA also continued a pattern of the last few years of supporting modest efforts at dialogue between Palestinians and Israelis at a non-political level. We undertake this activity in the hope and belief that it will contribute to the ultimate resolution of the long- standing conflict.

Throughout the years, ANERA's activities have focused on people: people in the Middle East and people in America. Our programs are truly people-to-people programs. It is the people of the Middle East who make the projects function. Equally important are ANERA's friends in the United States and other lands. With your support, generosity and help, our work — our service — is possible. We and our friends in the Middle East express our thanks to you.

Rel Julyer

Peter Gubser President

1992: To Reduce Poverty and Relieve Suffering in The Middle East...

In fiscal year 1992 (extending from June 1, 1991 through May 31, 1992), ANERA and its AMER Medical Division gave development assistance and relief aid totalling \$3,509,995 to local institutions providing economic and community development, education and health services, assistance for the poor and indigent, and related technical assistance and training to Palestinians, Lebanese and other civilians in the West Bank, Gaza Strip, Lebanon, Israel and Jordan.



Women's Service Organizations

Mother/child health care, food for the needy, literacy programs, vocational training for women and job creation. Artas Benevolent Society (Artas, West Bank), Hamelat al-Teeb (Bethlehem, WB), Hizma Women's Cooperative (Hizma, WB), Jericho Women's Charitable Society (Jericho, WB), Surif Women's Cooperative (Surif, WB), Women's Cooperative for Sewing and Handicrafts (Gaza City, Gaza).

\$48,000

Municipal Projects

Construction of slaughterhouse, wholesale and retail fruit and vegetable markets, and light industrial complexes as well as creating the management capability to construct a sewage system. The projects are with the municipalities of Beit Jala, Bethlehem, Halhul, Ramallah and Tulkarem in the West Bank and Gaza City and Jabalia in Gaza.

\$872,700

Revolving Loan Funds

Revolving loan funds to assist Palestinian and Lebanese farmers, artisans and shopkeepers to generate employment. Association for the Development of Palestinian Camps (Lebanon), Beit Lahia Agricultural Cooperative (Beit Lahia, Gaza), Bethlehem Committee for Rehabilitation (Bethlehem, West Bank), Hebron Marketing Cooperative (Hebron, WB), Ramallah Agricultural Cooperative (Ramallah, WB).

\$250,000

Agricultural Produce Processing, Marketing and Services

Partial funding to assist cooperatives to improve their ability to process foodstuff and market produce as well as the establishment of mobile veterinary clinics. Project locations are in Beit Lahia and Gaza City in Gaza, and Jenin, Jericho, Nassariya, and Nablus in the West Bank.

\$138,048

Land Improvement, Irrigation and Mechanization for Agriculture

Partial funding to establish mechanized units and irrigation systems to cultivate or reclaim land. Projects in the West Bank are located in Al-Auja, Bardala-Jericho, Beit Illu, Dura, Kufr Neimeh, Majd al-Ba'a, Al-Najah, Salam, Salfit, Al-Sammou', Sanour, Taffuh, Tubas, and Zababdeh, and in Gaza they are in Beit Hanoun and Rafah.

\$551,000

Grassroots Community Organizations

Libraries, clinics, literacy programs, vocational and leadership training, assistance to handicapped and orphans, relief for the poor and employment generation. Abu-Dis Water Cooperative (Abu-Dis, West Bank), Al-Amal Society (Hebron, WB), Aqbat Jaber Camp Productive Group (Jericho, WB), Bethlehem Arab Society for the Handicapped (Bethlehem, WB), Center for Jewish-Arab Economic Development (Jerusalem, WB), Child Development Center (Gaza City, Gaza). Gaza Union of Citrus Producers (Gaza City, Gaza), Islamic Benevolent Society (Beit Sahour, WB), Jenin Charitable Society (Jenin, WB), Land and Water Establishment Center (Jerusalem, WB), Palestine Counseling Center (Jerusalem, WB), Qarawat Beni Zeid Benevolent Society, (Qarawat Beni Zeid, WB), Sheltered Workshops for the Blind (Jerusalem, WB), Tawfiq Fishing Cooperative (Gaza City, Gaza), Turbol Agricultural Cooperative (Lebanon), Union of Charitable Societies (Jerusaelm, WB), YMCA - Amman (Amman, Jordan), YMCA - Beit Sahour (Beit Sahour, WB), YMCA-Gaza (Gaza City, Gaza).

\$227,300

TOTAL COMMUNITY AND ECONOMIC DEVELOPMENT \$2,087,048



Provision of training and consultants in agriculture, job creation, credit, health and education.

TOTAL TECHNICAL ASSISTANCE

\$ 182,181



THROUGH EDUCATION...

These children at Rawdat El-Zuhur school in East Jerusalem, thanks in part to the ANERA scholarship program, have reason to smile. Education is their key to developing into productive adults, and building a strong society free of despair. From elementary schools to universities, ANERA supports this effort wholeheartedly.



Child Scholarships

Scholarships for orphaned, destitute and handicapped children. Dar El-Tifl (Jerusalem, West Bank), Al-Kafa'at Rehabilitation Institute (Beirut, Lebanon), Rawdat El-Zuhur (Jerusalem, WB), Society for the Care of Handicapped Children (Gaza City, Gaza).

\$108,764

Youth Programs, Schools and Universities

Equipment, expertise and scholarships for educational development. Arab Association for Development (Majdal Shams, Golan Heights), Bir Zeit University (Bir Zeit, West Bank), Child Care Society (Ramallah, WB), Hebron Union of University Graduates (Hebron, WB), Hebron Young Women's Society (Hebron, WB), Institut de Reeducation (Biacourt,

Lebanon), Islamic Industrial Orphanage (Abu-Dis, WB), Israeli-Palestinian Center for Research and Information (Jerusalem, WB), Jeel al-Amal (Bethany, WB), Literacy Group Society (Gaza City, Gaza), Women's Studies Center (Jerusalem, WB).

\$158,500

TOTAL EDUCATION

\$267,264



Clinics and Health Training

Partial assistance for upgrading clinics' ability to deliver basic health services. Arab Health Center (Jerusalem, West Bank), Beit Sahour Health Insurance Cooperative (Beit Sahour, WB), Blood Bank Society (Gaza City, Gaza), CCINGO, Crippled Children Center (Jerusalem, WB), The Four Homes of Mercy (Bethany, WB), Galilee Society for Health Research and Services (Rama, Galilee), al-Islah Charitable Society (Ram, WB), Jabalia Rehabilitation Committee (Gaza), Lebanese Red Cross (Lebanon), National Society for Health (Ramallah, WB), Orthodox Clinic, (Jerusalem, WB), Palestine Women's Union (Gaza), Red Crescent Society (Gaza), Red Crescent Society (Jerusalem, WB), Silwan Benevolent Society (Silwan, WB).

\$250,000



PROVIDING HEALTH...

Preventive health care keeps children healthy and happy. By sending pharmaceuticals to clinics and hospitals in Lebanon and the Occupied Territories, ANERA helps people provide for their own health care needs.

Hospitals

Hospital services for Palestinians. Ahli Arabi Hospital (Gaza City, Gaza), Augusta Victoria Hospital (Jerusalem, West Bank), Patients' Friends Society (Hebron, WB).

\$615,000

TOTAL HEALTH SERVICES

\$865,000



Medicine and health material for hospitals and clinics. Ahli Arabi Hospital (Gaza City, Gaza), American University Hospital (Beirut, Lebanon).

Shipping Costs TOTAL IN-KIND \$99,502 \$9,000 \$108,502

TOTAL

\$3,509,995

Audited Financial Statements

LANE & COMPANY
CERTIFIED PUBLIC ACCOUNTANTS

Independent Auditor's Report

To the Board of Directors of American Near East Refugee Aid

We have audited the accompanying balance sheet of American Near East Refugee Aid as of May 31, 1992 and the related statements of support, revenue, expenses and changes in fund balances, functional expenses and cash flows for the year then ended. These financial statements are the responsibility of the Organization's management. Our responsibility is to express an opinion on these financial statements based on our audit. We did not audit the financial statements of the Organization's Jerusalem office, which statements reflect total assets of \$12,293 as of May 31, 1992 and total expenses of \$3,350,083 for the year then ended. Those statements were audited by other auditors whose report has been furnished to us, and our opinion, insofar as it relates to the amounts included for the Organization's Jerusalem office, is based solely on the report of the other auditors.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit and the report of other auditors provide a reasonable basis for our opinion,

In our opinion, based on our audit and the report of the other auditors, the financial statements referred to above present fairly, in all material respects, the financial position of American Near East Refugee Aid as of May 31, 1992, and the result of its operations and its cash flows for the year then ended in conformity with generally accepted accounting principles.

Washington, D.C. August 24, 1992 Lane & Company

AMERICAN NEAR EAST REFUGEE AID BALANCE SHEET May 31, 1992

	ASSETS		
Current Assets	Unrestricted	Restricted	Total
Cash and cash equivalents (Note 2)	\$ 70,480	\$1,026,677	\$1,097,157
Grants receivable (Note 3)	777	251,538	251,538
Contributions receivable	11,667		11,667
Interfund receivable (payable) (Note 3)	251,538	(251,538)	THE.
Inventory (Note 2)	54,159		54,159
Prepaid expenses and other assets	18.216	100	18.216
Total Current Assets	406,060	1,026,677	1,432,737
Furniture and equipment, net of accumulated depreciation			
of \$119,083 (Note 2)	16,343		<u>16.343</u>
Total Assets	\$422,403	\$1,026,677	\$1,449,080
LIABILITIE	S AND FUND BAL	ANCES	
Current Liabilities			

Current Liabilities			
Accounts payable Accrued benefits (Note 5) Other accrued expenses	\$ 30,414 29,804	\$ 119,588	\$ 30,414 149,392
and liabilities Grant commitments (Note 2) Deferred revenue (Note 2)	10,915 136,500	9,880 161,264 735,945	20,795 297,764 735,945
Total Current Liabilities	207,633	1,026,677	1,234,310
Commitment (Note 6) Fund Balances	214.770	- 200	214.770
Total Liabilities and Fund Balances	\$422,403	\$1,026,677	\$1,449,080

The accompanying notes are an integral part of these financial statements.

AMÉRICAN NEAR EAST REFUGEE AID STATEMENT OF SUPPORT, REVENUE, EXPENSES AND CHANGES IN FUND BALANCES For the Year Ended May 31, 1992

Support and Revenue	Unrestricted	Restricted	Total
Support Donor contributions Contributions-in-kind (Note 2) United States Government	\$484,714 153,661	\$ 563,226	\$1,047,940 153,661
grants (Note 3)		3.654.587	3,654,587
Total Support	638,375	4,217,813	4,856,188
Interest Loss on disposal of assets	42,713 (1,414)		42,713 (1,414)
Total Support and Revenue	679,674	4.217.813	4.897.487
Expenses			
Program Services Community and economic development			<
Education	104,512 40,962	2,649,042 300,202	2,753,554 341,164
Health services Public information	183,821 85,930	1,087,971	1,271,792 85,930
	415,225	4,037,215	4,452,440
Support Services			
Fundraising Management and general	125,758 _183,378	180,598	125,758 363,976
y	309.136	180,598	189.734
Total Expenses	724,361	4,217,813	4.942,174
Excess of Expenses over Support and Revenue	(44,687)		(44,687)
Fund Balances, Beginning of Year	259,457		259,457
Fund Balances, End of Year	\$214,770	<u>\$</u>	\$ 214,770

The accompanying notes are an integral part of these financial statements.

AMERICAN NEAR EAST REFUGEE AID STATEMENT OF CASH FLOWS For the Year Ended May 31, 1992

Cash Flows from Operating Activities	Increase (Decrease) <u>In Cash</u>
Excess of expenses over support and revenue Adjustments to reconcile excess of expenses over support and revenue to net cash used by operating activities	\$ (44,687)
Depreciation expense Loss on disposal of assets	10,995 1,414
Changes in assets and liabilities: Increase in grants receivable Increase in inventory Decrease in contributions receivable Decrease in prepaid expenses and other assets Increase in accounts payable Increase in accrued benefits Decrease in accrued expenses and other liabilities Increase in grant commitments Decrease in deferred revenue Net Cash Used by Operating Activities	(108,247) (54,159) 9,762 1,737 9,856 35,106 (9,091) 135,787 (46,765) (58,292)
Cash Flows from Investing Activities	
Purchase of fixed assets	(8,323)
Net Decrease in Cash and Cash Equivalents	(66,615)
Cash and Cash Equivalents, Beginning of Year	1,163,772
Cash and Cash Equivalents, End of Year	\$1,097,157

The accompanying notes are an integral part of these financial statements.

Program Services

	Community & Economic Develop.	Education	Health Services	Public Information	Total	
					A 474 007	
Salaries	\$ 269,395	\$ 35,009	\$ 136,798		\$ 471,926	
Fringe benefits (Note 4)	33,879	4,519	18,965	8.211	05,574	
Total salaries and	303.274	39,528	155,763	38,935	537,500	
fringe benefits	303,274	39,320	155,705	30,333	331,300	
Professional and						
contract services	46,345	5,885	21,337	ten:	73,567	
Occupancy (Note 5)	55,366	7,205	28,265	6,696	97.532	
Office supplies and						
equipment	27.879	3,376	12,251	35	43,541	
Telephone and telegraph	12.137	1,539	5,679	178	19,533	
Postage, shipping and						
storage	1,016	140	10,558	13,115	24,829	
Printing	2,485	316	1,313	17,377	21,491	
Lettershop and computer						
services				2,168	2,168	
Travel	63,216	8,571	29,031	5,058	105,876	
Meetings and memberships	2,865	363	1,001	695	4,925	
Technical assistance	140,498	5,428	36,255		182,181	
Depreciation (Note 2)	2,309	330	1,429	980	4,948	
Miscellaneous	9,115	1,219	4,408	793	15,535	
Grants	2,087,048	267,264	865,000		3,219,312	
Grants-in-kind (Note 2)			99.502		99,502	
Total Expenses	\$2,753,554	s 341,164	\$1,271,792	\$ 85,930	\$4,452,440	
24	********	*********	********	********	*******	

AMERICAN NEAR EAST REFUGEE AID NOTES TO FINANCIAL STATEMENTS

Organization

American Near East Refugee Aid (ANERA) is a nonprofit corporation organized for the purpose of extending direct financial assistance and/or gifts-in-kind to Palestinian-Arab refugees and other needy individuals in the Arab world. Consistent with this purpose is the support of developmental, educational, and vocational training programs in the area.

2. Summary of Significant Accounting Policies

Fund Accounting

To ensure observation of the limitations and restrictions placed on the use of resources available to ANERA, the accounts of ANERA are maintained in accordance with the principles of fund accounting. This is the procedure by which resources for various purposes are classified into funds established according to their nature and purpose. ANERA segregates its operating resources into unrestricted and restricted funds.

Deferred Revenue

operating funds restricted by the donor, grantor or other outside party for particular operating purposes are deemed to be earned and reported as revenue of the restricted fund when ANERA has incurred expenditures in compliance with the specific restriction. Such amounts received but not yet earned are reported as deferred revenue.

During the year, ANERA deposited \$100,000 in a bank in Jerusalem as collateral for industrial and agribusiness loans to local businesses. As of May 31, 1992 there have been no loan defaults and the \$100,000 has been included in deferred revenue.

Statement Presentation

The accompanying financial statements include the accounts of ANERA's headquarters and Jerusalem offices. All significant transactions between these offices have been eliminated in the accompanying financial statements.

Cash and Cash Equivalents

ANERA considers all investments purchased with a maturity of three months or less to be a cash equivalent.

Inventory

ANERA's inventory consists of drugs and medical supplies received as a result of appeals made to manufacturers and doctors. These items are then donated to hospitals and relief agencies in the Middle East. Contributions of drugs and medical supplies are valued at amounts established by the donors which approximate the fair value at the time of the donation.

Supporting Services

Fundraising		Management & General		Total	Total Expenses		
	14,639	s	188,084	ŝ	202.723		584 540
5		٥		5		\$	674,649
	3,928		50,736	-	54,664	-	120,238
	18,567		238.820		257,387		794,887
	15.739		26,024		42,763		116,330
	3,193		42,718		45,911		143,443
	17		10,409		10,426		53,967
	173		4,294		4,467		24,000
	31.975		12.883		44,858		69,687
	51,098		4,267		55,365		76,856
	2,991		-		2,991		5,159
	358		3,427		3,785		109,661
	59		12,436		12,495		17,420
			2.4		9-40		182,181
	440		5,607		5,047		10,995
	148		3,091		3,239		18,774
	300		0.00		1999	3	,219,312
							99,502
		**	******	-		-	

\$ 125.758 \$ 363,976 \$ 489.734 \$4,942,174 The accompanying notes are an integral part of these financial statements.

Furniture and Equipment

Furniture and equipment are stated at cost and are depreciated using the straight line method over estimated useful lives of five to ten years with no salvage value.

Major additions and improvements purchased with unrestricted funds are capitalized as furniture and equipment while maintenance and repairs are expensed in the year incurred. Assets purchased with Agency for International Development grant funds are expensed as office supplies and equipment and title is held by the grantor.

Grant Commitments

Grant commitments represent funds to be expended in the Middle East for community development, educational and health training programs during the year ended May 31, 1992. ANERA recognizes the commitment as an expense when the grant is approved by the ANERA projects committee.

Functional Allocation of Expenses

AMERA allocates salaries to non-AID programs and supporting services based upon the actual amount of time worked in each area. Salaries to AID programs are allocated based on grant expenditures. Fringe benefits and indirect costs are allocated to various programs and supporting services based on salaries.

Agency for International Development (AID) Grant

ANERA was awarded a grant for \$11,043,766 which expires September 29, 1994 from the United States Department of State, Agency for International Development (AID). The purpose of the grant is to assist in the administration of the community and economic development, health and educational programs in the West Bank and Gaza Strip. Authorized expenditures incurred in the administration of the grants are reimbursable to ANERA. As of May 31, 1992, \$7,312,476 has been spent for the above noted purposes. At May 31, 1992, \$3,249,234 of the remaining grant is unobligated and is not reflected in ANERA's financial statements.

AMERA has recorded a receivable of \$251,538 at May 31, 1992 representing unreimbursed expenses from the remaining grant. AMERA has paid for these expenses out of unrestricted funds. Therefore, when the funds are reimbursed by AID they will be transferred back to the unrestricted fund.

4. Pension Plan

AMERA has a defined contribution pension plan that covers substantially all of its employees. Contributions are based on annual salaries. The plan is fully funded through the purchase of annuity contracts. Pension plan expense amounted to \$23,680 for the year ended May 31, 1992 and is included in fringe benefits.

Accrued Benefits

West Bank and Gaza law dictate that upon retirement an employee shall receive a defined termination benefit. The benefit is calculated as one months salary at the employee's salary rate at termination times the number of years of service. ANERA provides this benefit to both Jerusalem employees and full-time consultants. The defined termination benefit at May 31, 1992 was \$119,588. The remaining balance in accrued benefits of \$29,804 represents accrued leave for Washington, D.C. employees.

Commitment

ANERA occupies office space in Washington, D.C. under a noncancellable operating lease which expires October 31, 1994. The lease payments are subject to increases based on the Consumer Price Index, operating expenses and real estate taxes.

ANERA also occupies office space in Jerusalem under an operating lease which expires September 30, 1994. The annual lease amount is \$18,000 per year with an increase based on the Jerusalem Consumer Price Index beginning October, 1992.

As of May 31, 1992, the minimum future lease payments under these agreements, are as follows:

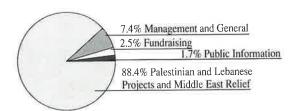
Year Ended May 31.	Amount
1993 1994 Thereafter	\$ 97,500 97,500 39,065
Total minimum lease payments	\$234,065

Rent expense for the Washington, D.C. office and the Jerusalem office was \$96,313 for the year ended May 31, 1992 and has been included in occupancy expense.

Under Section 501(c)(3) of the Internal Revenue Code, ANERA is exempt from Federal taxes on income other than unrelated business income. At May 31, 1992, no provision was made since ANERA had no net unrelated business income.

Financial Review

Contributions to ANERA are tax-deductible and ANERA is audited annually by the firm of Lane & Company. ANERA is registered with and adheres to the standards of the Advisory Committee on Voluntary Foreign Aid of the U.S. Agency for International Development, the National Charities Information Bureau, and the New York State Office of Charities Registration. ANERA is also a member of InterAction and the American Council for Voluntary International Action.



Total Expenditures for FY 92: \$4,942,172

ANERA receives support from more than 25,000 individual Americans, small businesses, churches, and from over 20 private foundations and corporations. As in previous years, ANERA received a grant from the U.S. Agency for International Development. Through its membership in the International Service Agencies, ANERA continued its participation in the Combined Federal Campaign and many state and local charity giving campaigns.

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Ron Wolfe Fundraising Assistant Catherine Sweet

Administrative Assistant

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ANERA has projects in the West Bank, Gaza Strip, Lebanon, Israel and Jordan.

