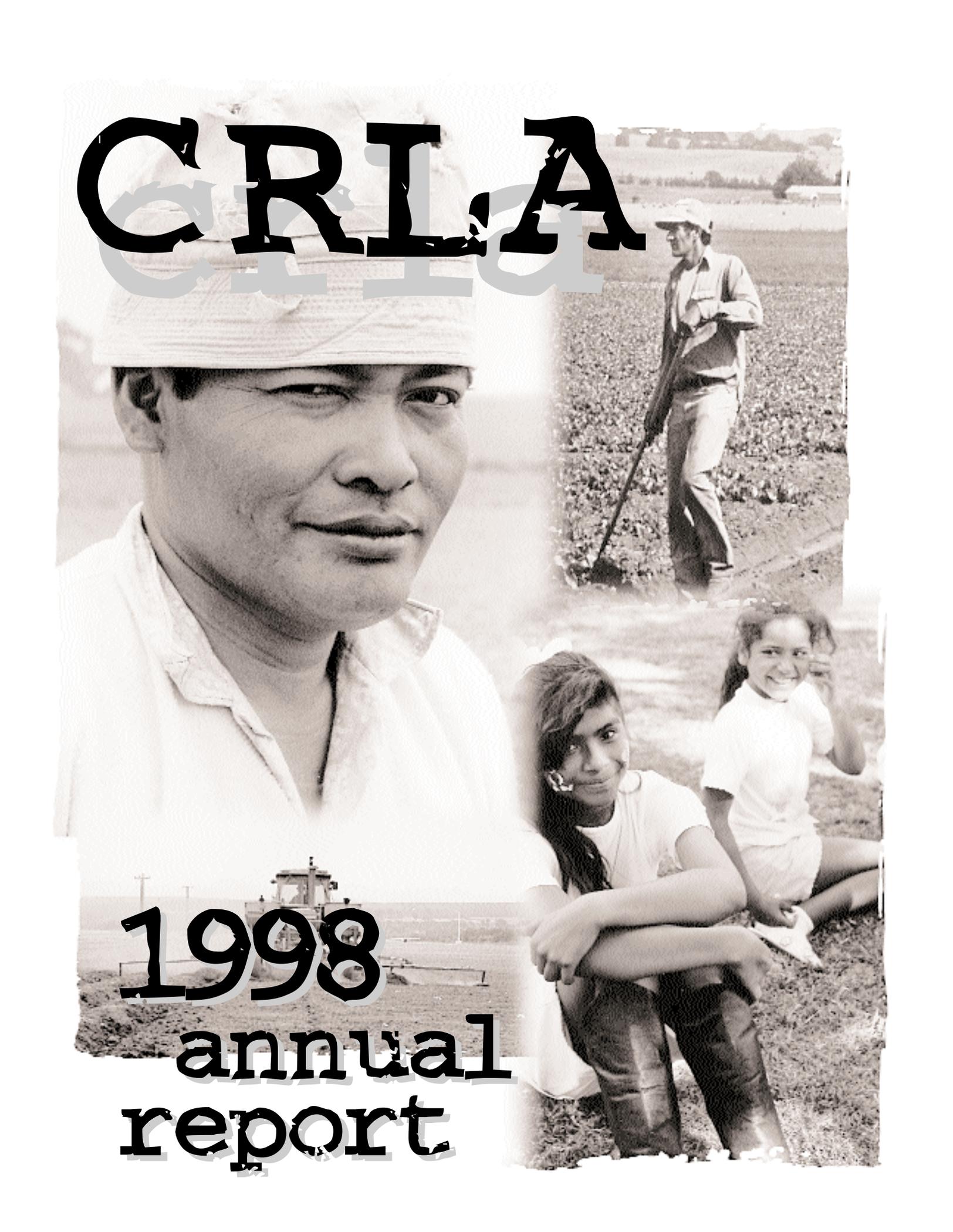


# CRIIA



1998  
annual  
report



CALDERON, JAHAM & OSBORN  
AN ACCOUNTANCY CORPORATION

CERTIFIED PUBLIC ACCOUNTANTS & CONSULTANTS  
San Diego • El Centro • Brawley

INDEPENDENT AUDITORS' REPORT

To the Board of Directors  
California Rural Legal Assistance, Inc.  
San Francisco, California

We have audited the accompanying statements of financial position of California Rural Legal Assistance, ("CRLA") (a nonprofit organization), as of December 31, 1997 and 1996, and the related statements of activities and changes in net assets, functional expenses and cash flows for the years then ended. These financial statements are the responsibility of the CRLA's management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with generally accepted auditing standards; Government Auditing Standards, issued by the Comptroller of the United States; and the provisions of Office of Management and Budget Circular A-133, Audits of Sales, Local Governments, and Non-Profit Organizations. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free of material misstatements. 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 audits provide a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the CRLA as of December 31, 1997 and 1996, and the results of its activities and changes in its net assets and cash flows for the years then ended in conformity with generally accepted accounting principles.

In accordance with Government Auditing Standards, we have also issued a report dated March 11, 1998 on our consideration of CRLA's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

Our audits were made for the purpose of forming an opinion on the basic financial statements taken as a whole. The supplemental information on page 14 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

*Calderon, Jaham & Osborn*

March 11, 1998

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California Rural Legal Assistance, Inc.  
 SCHEDULE OF SUPPORT, EXPENSES AND CHANGES IN NET ASSETS  
 For the Years Ended December 31, 1998 (unaudited) and 1997

SUPPORT/REVENUE	Legal Services Corp.		FOIA	AAA		Temporarily Restricted	Total Temporarily Restricted	Temporarily Restricted-Property & Equipment	Total	
	Bosch	Miguel		Madona	Medala				1998	1997
Grant Income	\$225,446	\$2,116,534	\$747,967	\$10,511	\$70,453	\$208,088	\$6,412,315	\$	\$5,225,915	\$5,246,241
Attorney Fees	254,718	22,676	7,960	0	0	0	382,346	0	382,346	67,542
Contributions	0	0	0	0	170	116,328	116,498	0	116,498	164,323
Other Program Revenue	68,366	65,252	24,542	0	0	2,126	180,153	0	180,153	114,364
<b>TOTAL SUPPORT/REVENUE</b>	<b>2,576,092</b>	<b>2,407,069</b>	<b>780,469</b>	<b>10,511</b>	<b>70,629</b>	<b>346,302</b>	<b>6,091,912</b>	<b>0</b>	<b>6,091,912</b>	<b>5,589,476</b>
<b>EXPENSES</b>										
Salaries and Wages	1,182,410	1,178,513	271,374	3,717	51,628	12,123	3,025,674	0	3,005,878	2,756,057
Payroll Taxes	121,713	107,223	26,858	900	4,670	10,385	274,366	0	274,366	250,788
Fringe Benefits	183,018	125,022	31,844	311	8,157	14,545	333,518	0	333,518	325,271
<b>TOTAL PERSONNEL</b>	<b>1,487,141</b>	<b>1,411,508</b>	<b>330,044</b>	<b>11,528</b>	<b>64,445</b>	<b>147,453</b>	<b>3,640,158</b>	<b>0</b>	<b>3,640,158</b>	<b>3,232,794</b>
Space & Occupancy	23,609	243,628	53,076	380	8,286	18,826	567,085	0	567,085	534,528
Equipment Rent & Related	59,428	58,544	24,734	434	1,643	2,014	150,793	0	150,793	153,063
Supplies & Materials	71,308	70,782	15,032	325	2,052	12,263	172,403	0	172,403	145,113
Telephone	87,868	88,536	12,106	212	1,413	2,758	182,367	0	182,367	138,009
Travel & Training	144,832	123,223	7,233	707	1,833	20,444	300,552	0	300,552	190,767
Library	34,515	76,430	15,448	273	1,284	123	188,165	0	188,165	135,221
Insurance	24,436	24,167	8,670	261	800	0	88,334	0	88,334	88,478
Memberships	4,313	382	14,020	55	77	0	16,337	0	16,337	13,437
Audit	15,436	15,511	3,075	0	0	0	33,022	0	33,022	58,876
Litigation Expense	15,851	3,038	703	0	1,056	5	27,713	0	27,713	24,436
Contract Services	23,881	18,328	213,825	0	0	83,473	343,363	0	343,363	323,303
Depreciation Expense	0	0	0	0	0	0	0	142,825	142,825	153,390
Other Expenses	13,637	13,988	2,332	0	0	2,512	36,505	0	36,505	16,837
<b>TOTAL EXPENSES</b>	<b>2,471,754</b>	<b>2,178,240</b>	<b>700,454</b>	<b>14,781</b>	<b>62,895</b>	<b>295,665</b>	<b>5,743,969</b>	<b>142,825</b>	<b>5,886,814</b>	<b>5,235,229</b>
Excess/(Deficiency) of Revenue over Expense	104,338	238,829	80,035	(4,270)	(12,266)	50,637	347,943	(142,825)	105,088	254,247
Inter-fund Transfers	(107,270)	(55,463)	0	4,270	12,266	(4,674)	(151,487)	151,487	0	0
Subtotal	(2,062)	78,303	80,035	0	0	45,766	136,456	8,612	105,088	254,247
Eq. Net Assets, Jan. 1, 1998	(48,208)	785,223	220,228	0	0	23,366	777,354	506,283	1,286,833	712,228
<b>End Net Assets, Dec. 31, 1998</b>	<b>\$(42,101)</b>	<b>\$0,229,826</b>	<b>\$300,663</b>	<b>\$</b>	<b>\$</b>	<b>\$285,632</b>	<b>\$773,940</b>	<b>\$514,801</b>	<b>\$1,466,641</b>	<b>\$1,283,243</b>

CRLA is funded in part by the Legal Services Corporation. As a condition of the funding it receives from LSC, it is restricted from engaging in certain activities in all of its legal work-including work supported by other funding sources. CRLA may not expend any funds for any activity prohibited by the Legal Services Corporation ACT, 42 U.S.C. 2996 et seq. or by Public Law 104-134. Public Law 104-134 504(d) requires that notice of these restrictions be given to all funders of programs funded by the Legal Services Corporation. For a copy of these laws or any other information or clarifications, please contact the Development Department at CRLA, (415) 777-2752.

Unaudited

## HOW TO GIVE TO CRLA

We value your philanthropic and civic leadership. Thank you again for giving.

- Make a cash gift, or write out a check.
- Make a commemorative gift in honor of a person or in memory of a loved one.
- Make a stock contribution (speak to your broker).
- Designate CRLA in a planned gift (will, trust, insurance policy).
- Make a gift of real estate.
- Make a single or a multi-year \$ pledge.
- Make a gift of goods and/or services.
- Make a gift through the Progressive Way or the United Way.

All CRLA donors receive the Annual Report and are acknowledged by mail and in print. Contributions to CRLA are tax-deductible as allowed by law. CRLA is a tax-exempt corporation under Federal Internal Revenue Code Section 501(c)(3). For further information, please contact the Development Department at (415) 777-2752.

### California Rural Legal Assistance, Inc.

#### STATEMENT OF FINANCIAL POSITION

Years Ended December 31, 1998 (unaudited) and 1997

Assets	1998*	1997
<b>Current Assets</b>		
Cash	\$1,062,497	\$ 992,048
Receivables:		
Account Receivable	78,557	50,237
Travel & Salary Advances	157	775
Grant Receivable	6,899	30,945
Prepaid Expenses	<u>122,152</u>	<u>111,158</u>
Total Current Assets	1,270,262	1,185,163
<b>Non-Current Assets</b>		
Deposits	24,855	23,945
Other Assets	1,490	980
Client Trust Funds	<u>123,754</u>	<u>118,897</u>
Total Non-Current Assets	150,099	143,822
<b>Property &amp; Equipment</b>		
Land	105,740	105,740
Buildings	404,260	404,260
Building Improvements	124,404	120,504
Leasehold Improvements	61,125	61,125
Office Machines	931,434	792,317
Furniture & Fixtures	179,986	175,562
Law Library	391,111	391,111
Less: Accumulated Depreciation	<u>(1,683,259)</u>	<u>(1,544,430)</u>
Net Property & Equipment	<u>514,801</u>	<u>506,189</u>
<b>Total Assets</b>	<u>\$1,935,162</u>	<u>\$1,835,174</u>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Accounts Payable	\$ 94,408	\$ 72,624
Accrued Payroll	1,882	0
Accrued Expenses	20,635	14,903
Deferred Revenue	40,024	215,729
Accrued Vacation	<u>165,868</u>	<u>129,478</u>
Total Current Liabilities	322,817	432,734
<b>Non-Current Liabilities</b>		
Client Trust Deposits	83,704	78,897
Client Arbitration Funds	<u>40,000</u>	<u>40,000</u>
Total Non-Current Liabilities	<u>123,704</u>	<u>118,897</u>
<b>Total Liabilities</b>	446,521	551,631
<b>Net Assets</b>		
Temporarily Restricted	973,840	777,354
Temporarily Restricted — Property	<u>514,801</u>	<u>506,189</u>
Total Net Assets	<u>1,488,641</u>	<u>1,283,543</u>
<b>Total Liabilities &amp; Net Assets</b>	<u>\$1,935,162</u>	<u>\$1,835,174</u>

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**DESIGN**

Laser.Com, San Francisco  
Gino Squadrito, Norm Littlejohn  
(415) 252-3341

**PRINTING**

Sequoia Graphics

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