# HARLEM VILLAGE ACADEMY CHARTER SCHOOL (A Not-For-Profit Corporation)

# FINANCIAL STATEMENTS

JUNE 30, 2014

# **CONTENTS**

	<u>PAGE</u>
INDEPENDENT AUDITORS' REPORT	1 - 2
FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION:	
Statement of financial position	3
Statement of activities	4
Statement of cash flows	5
Notes to financial statements	6 - 12
Independent auditors' report on supplementary information	13
Schedule of functional expenses	14
INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS	15 - 16

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#### INDEPENDENT AUDITORS' REPORT

TO THE BOARD OF TRUSTEES OF HARLEM VILLAGE ACADEMY CHARTER SCHOOL

#### Report on the Financial Statements

We have audited the accompanying financial statements of Harlem Village Academy Charter School (the "School") (a not-for-profit corporation), which comprise the statement of financial position as of June 30, 2014, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

#### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the School's preparation and fair presentation of the financial statements 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 School's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

#### **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the School as of June 30, 2014, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 3, 2014, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

FRUCHTER ROSEN & COMPANY, P.C.

Certified Public Accountants

New York, New York September 3, 2014

# (A Not-For-Profit Corporation) STATEMENT OF FINANCIAL POSITION JUNE 30, 2014

Current assets:		
Cash and cash equivalents	\$	69,939
Grants and contracts receivable		334,466
Prepaid expenses		82,505
Due from related parties		1,214,904
Total current assets		1,701,814
Property and equipment, net of accumulated		
depreciation and amortization of \$1,017,765		677,213
Note receivable - related party		750,000
Security deposit		54,155
Total other assets		1,481,368
TOTAL ASSETS	\$	3,183,182
LIABILITIES AND NET ASSETS		
Current liabilities:		
Accounts payable and accrued expenses	\$	628,962
Accrued payroll and payroll taxes	Ψ	579,983
Refundable advances		1,014
Total current liabilities		1,209,959
NI .		
Net assets:		1 (41 171
Unrestricted		1,641,171
Temporarily restricted		332,052
Total net assets		1,973,223
TOTAL LIABILITIES AND NET ASSETS	\$	3,183,182

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

# (A Not-For-Profit Corporation) STATEMENT OF ACTIVITIES FOR THE YEAR ENDED JUNE 30, 2014

	Unrestricted	Total	
Revenue and support:			
State and local per pupil operating revenue	\$ 10,129,810	\$ -	\$ 10,129,810
Federal grants	473,390	-	473,390
State and city grants	44,116	-	44,116
Grant from network	1,286,000	-	1,286,000
Interest and other income	2,823	-	2,823
Net assets released from restriction	8,974	(8,974)	
Total revenue and support	11,945,113	(8,974)	11,936,139
Expenses:			
Program services:			
Regular education	9,232,487	-	9,232,487
Special education	792,251	-	792,251
Supplemental education	869,478	-	869,478
Total program services	10,894,216		10,894,216
Supporting services:			
Management and general	1,035,495		1,035,495
Total expenses	11,929,711		11,929,711
Change in net assets	15,402	(8,974)	6,428
Net assets - beginning of year	1,625,769	341,026	1,966,795
Net assets - end of year	\$ 1,641,171	\$ 332,052	\$ 1,973,223

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

# (A Not-For-Profit Corporation) STATEMENT OF CASH FLOWS FOR THE YEAR ENDED JUNE 30, 2014

CASH FLOWS FROM OPERATING ACTIVITIES	
Change in net assets	\$ 6,428
Adjustments to reconcile change in net assets to net cash provided by	
operating activities:	
Depreciation and amortization	241,434
Changes in certain assets and liabilities:	
(Increase) in grants and contracts receivable	(283,229)
Decrease in prepaid expenses	53,278
(Increase) in due from related parties	(208,589)
(Increase) in security deposit	(54,155)
Increase in accounts payable and accrued expenses	188,033
Increase in accrued payroll and payroll taxes	109,209
(Decrease) in refundable advances	 (6,111)
NET CASH PROVIDED BY OPERATING ACTIVITIES	46,298
CASH FLOWS FROM INVESTING ACTIVITY	
Purchases of property and equipment	 (179,141)
NET (DECREASE) IN CASH AND CASH EQUIVALENTS	(132,843)
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	202,782
CASH AND CASH EQUIVALENTS - END OF YEAR	\$ 69,939

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

# NOTE 1 - PRINCIPAL BUSINESS ACTIVITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Nature of Organization

Harlem Village Academy Charter School (the "School") is a New York State, not-for-profit corporation that was incorporated on September 13, 2002 to operate a charter school pursuant to Article 56 of the Education Law of the State of New York. The School is dedicated to providing a high quality college preparatory education to primarily disadvantaged students. Classes commenced in Harlem, New York, in September 2003 and the School provided education to approximately 680 students in grades kindergarten, first and five through twelve during the 2013-2014 school year.

The Board of Trustees of the State University of New York originally approved the application for the School on September 13, 2002. During the 2012-2013 school year, the School applied for, and received, a five year extension of its charter through June 30, 2018. The School will continue to apply for renewals as needed, consistent with standard New York charter school practice.

#### Tax Status

The School is exempt from Federal income tax under Section 501(a) of the Internal Revenue Code as a School described in Section 501(c)(3) and a similar provision under New York State income tax laws. The School has also been classified as an entity that is not a private foundation within the meaning of Section 509(a) and qualifies for deductible contributions as provided in section 170(b)(l)(A)(ii). The School is subject to income taxes only on net unrelated business income. The School did not have net unrelated business income for the year ended June 30, 2014.

The School's accounting policy provides that a tax expense or benefit from an uncertain tax position may be recognized when it is more likely than not that the position will be sustained upon examination, including resolutions of any related appeals or litigation processes, based on the technical merits. The School has no uncertain tax position resulting in an accrual of tax expense or benefit.

IRS Forms 990 filed by the School are subject to examination by the Internal Revenue Service up to three years from the extended due date of each return. Forms 990 filed by the School are no longer subject to examination for the fiscal years ended June 30, 2010, and prior.

# NOTE 1 - PRINCIPAL BUSINESS ACTIVITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### **Basis of Presentation**

Financial statement presentation follows the requirements of the Financial Accounting Standards Board ("FASB") in its Accounting Standards Codification ("ASC") 958-205. Under ASC 958-205, the School is required to report information regarding its financial position and activities according to three classes of net assets; unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. The net assets classifications are described as follows:

#### Unrestricted

Net assets of the School, whose use has not been restricted by an outside grantor or by law, are assets that are available for any use in carrying out the operations of the School.

#### Temporarily Restricted

Net assets of the School whose use has been limited by grantor-imposed stipulations that either expire with the passage of time or can be fulfilled and removed by actions of the School. When such stipulations end or are fulfilled, such temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities and changes in net assets, as net assets released from restrictions.

#### Permanently Restricted

Net assets of the School whose use has been permanently limited by grantor-imposed restrictions are classified as permanently restricted. Such assets include contributions required to be invested in perpetuity, the income from which is available to support charitable purposes designated by the grantors.

The School had no permanently restricted net assets at June 30, 2014.

#### Revenue and Support

Contributions are recognized when the donor makes a promise to give to the School that is, in substance, unconditional. Grants and other contributions of cash are reported as temporarily restricted support if they are received with donor stipulations. Restricted contributions and grants that are made to support the School's current year activities are recorded as unrestricted revenue. Contributions of assets other than cash are recorded at their estimated fair value.

Revenue from the state and local government resulting from the School's charter status and based on the number of students enrolled is recorded when services are performed in accordance with the charter agreement. Federal and other state and local funds are recorded when expenditures are incurred and billable to the government agencies.

# NOTE 1 - PRINCIPAL BUSINESS ACTIVITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

#### Cash and Cash Equivalents

For the purpose of the statement of cash flows, the School considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

#### Concentration of Credit Risk

Financial instruments which potentially subject the School to concentrations of credit risk are cash and cash equivalents. The School places its cash and cash equivalents on deposit in what it believes to be highly credited financial institutions. Cash balances may exceed the FDIC insured levels of \$250,000 per institution at various times during the year. The School believes that there is little risk in any losses and has not experienced any losses in such accounts.

#### Property and Equipment

Purchased property and equipment are recorded at cost. Maintenance and repairs are expensed as incurred. No amortization is recorded on construction-in-progress until property is placed into service. Depreciation and amortization is provided on the straight line method over the estimated useful lives as follows:

Equipment 3 years
Furniture and fixtures 5 and 7 years
Software 3 years
Library books 3 years

Leasehold improvements useful life or related lease

#### Refundable Advances

The School records certain government operating revenue as refundable advances until related services are performed, at which time they are recognized as revenue.

#### NOTE 2 - GRANTS AND CONTRACTS RECEIVABLE

Grants and contracts receivable consist of federal and city entitlements and grants. The School anticipates collecting these receivables before June 30, 2015.

#### NOTE 3 - PROPERTY AND EQUIPMENT

Property and equipment consisted of the following at June 30, 2014:

Equipment	\$ 939,249
Furniture and fixtures	283,285
Software	3,999
Library books	73,427
Leasehold improvements	 395,018
	1,694,978
Less: Accumulated depreciation and amortization	 (1,017,765)
	\$ 677,213

Depreciation and amortization expense was \$241,434 for the year ended June 30, 2014. Depreciation expense in the amount of \$55,534 was allocated to a related party, resulting in the School's depreciation and amortization expense of \$185,900.

#### NOTE 4 - RELATED PARTY TRANSACTIONS

The School is an affiliate of Harlem Village Academies (the "Network"), a New York State not-for-profit corporation and Harlem Village Academy Leadership Charter School, a charter school with common management. The Network supports the School by providing educational and operating materials, training, financial support and other services. During the start up phase of the School, the Network received and disbursed funding for start up costs associated with the School.

On May 21, 2010, the School signed a promissory note for \$750,000 with the Network. The note was due May 31, 2013. The Board of Trustees approved an extension to September 30, 2015 (Repayment Date). If the note is repaid on or before the Repayment Date, there will be no interest accrued on the note. If the note is paid back after the Repayment Date, the Network shall pay interest at the lower of ten percent (10%) per annum or the maximum rate per annum permitted by applicable law on the outstanding principal amount of the note. The note may be repaid by the Network in whole or in part, without premium or penalty, at any time upon five (5) days advance written notice to the School.

#### NOTE 4 - RELATED PARTY TRANSACTIONS (Continued)

For operational efficiency and purchasing power, the School shares certain expenses with the Network and Harlem Village Academy Leadership Charter School. At June 30, 2014, the balance due from related parties was \$1,214,904; this balance consists of \$770,055 due from Harlem Village Academy Leadership Charter School and \$444,849 due from the Network.

During the year ended June 30, 2014, the Network granted \$1,286,000 to support the School's operations.

On April 4, 2012, HVA 124 LLC, a limited liability company in which the Network is the sole member, closed on the purchase of the former Rice High School building on West 124<sup>th</sup> Street. Renovations of the building were substantially completed in August 2013. The elementary school started the 2013-14 school year in the newly renovated facility. Renovations on the building were partially funded through New Markets Tax Credit loans to HVA 124, LLC which leases the building to the School. The School pays rent monthly as stipulated in the lease agreement.

The Network, with partial funding through a grant from the New York City Department of Education (which grant is administered by the School Construction Authority or "SCA"), completed the building of a new school facility in August 2012 to be used by both the School and Harlem Village Academy Leadership Charter School (the "Schools"). The High School opened in August 2012. Civic Builders, a non-profit charter school developer, served as developer of the project under a development agreement with the Network. Upon conveyance of the school portion of the building to the SCA, the SCA will lease it to Civic Builders, which will sublease it to HVA 125 LLC, a limited liability company in which the Network is the sole member. Under the sublease terms, the Schools that occupy the premises will be required to meet certain academic performance targets, which are less rigorous than the targets of the Schools' authorizer. There is no rent, but the School will pay operating expenses and fund a replacement reserve. The lease and sublease will have at least a 30 year term, which may be extended by the Network under certain conditions.

#### NOTE 5 - COMMITMENTS AND CONTINGENCIES

Certain grants and contracts may be subject to audit by the funding sources. Such audits might result in disallowances of costs submitted for reimbursements. Management is of the opinion that such cost disallowances, if any, will not have a material effect on the accompanying financial statements. Accordingly, no amounts have been provided in the accompanying financial statements for such potential claims.

#### NOTE 5 - COMMITMENTS AND CONTINGENCIES (Continued)

On May 22, 2013, the School entered into a 25 year lease for elementary school facilities with HVA 124 LLC, a related party (See Note 4). Lease payments commenced September 1, 2013 and will expire on April 1, 2038.

Future minimum payments under the operating lease are as follows:

Year Ending June 30, 2015	\$ 912,000
2016	912,000
2017	912,000
2018	912,000
2019	912,000
Thereafter	21,520,000

Total <u>\$ 26,080,000</u>

#### NOTE 6 - REVENUE CONCENTRATION

The School receives a substantial portion of its support and revenue under a program from The New York City Department of Education. If this program were modified, reducing or eliminating these revenues, the School's finances could be materially adversely affected.

#### NOTE 7 - FUNCTIONAL ALLOCATION OF EXPENSE

The costs of providing the various programs and other activities have been summarized on a functional basis. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

#### NOTE 8 - TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets at June 30, 2014 consisted of a State Stimulus Fund grant for \$350,000 to help pay for the development costs of its permanent high school facility. The School expended and capitalized \$350,000 during the year ended June 30, 2009 related to this grant. These costs are classified as leasehold improvements under property and equipment on the School's statement of financial position. Temporarily restricted net assets are reclassified to unrestricted net assets as amortization expense is recognized over the life of the leasehold improvements. During the year ended June 30, 2014, \$8,974 was released from restriction. At June 30, 2014, temporarily restricted net assets were \$332,052.

#### NOTE 9 - RETIREMENT PLAN

The School maintains a pension plan qualified under the Internal Revenue Code 403(b), for the benefit of its eligible employees. Under the plan, the School will match employee contributions up to 4% of annual compensation. Pension expense for the year ended June 30, 2014 amounted to \$121,373.

#### NOTE 10 - SUBSEQUENT EVENTS

The School has evaluated its subsequent events through September 3, 2014, the date that the accompanying financial statements were issued. The School has no material events requiring disclosure.

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#### INDEPENDENT AUDITORS' REPORT ON SUPPLEMENTARY INFORMATION

### TO THE BOARD OF TRUSTEES OF HARLEM VILLAGE ACADEMY CHARTER SCHOOL

We have audited the financial statements of Harlem Village Academy Charter School as of and for the year ended June 30, 2014, and have issued our report thereon dated September 3, 2014, which contained an unmodified opinion on those financial statements. Our audit was performed for the purpose of forming an opinion on the financial statements as a whole. The schedule of functional expenses is presented for the purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

FRUCHTER ROSEN & COMPANY, P.C.

New York, New York September 3, 2014

# (A Not-For-Profit Corporation)

# SCHEDULE OF FUNCTIONAL EXPENSES FOR THE YEAR ENDED JUNE 30, 2014

	Program Services			Management		
	Regular	Special	Supplemental		and	
	Education	Education	Education	Total	General	Total
Salaries and benefits	\$ 6,444,142	\$ 598,217	\$ 354,715	\$ 7,397,074	\$ 744,703	\$ 8,141,777
Consultants	-	-	-	-	21,525	21,525
Contracted services - temporary	26,753	2,484	1,473	30,710	3,092	33,802
Audit fees	-	-	-	-	12,500	12,500
Legal fees	-	-	-	-	4,146	4,146
Books and curriculum materials	245,315	-	-	245,315	-	245,315
Recruiting and marketing	49,703	-	-	49,703	-	49,703
Student testing	7,510	-	-	7,510	-	7,510
Staff development	222,176	-	-	222,176	-	222,176
Field trips	-	-	130,069	130,069	-	130,069
After school activities	-	-	269,639	269,639	-	269,639
Supplies and materials	212,146	19,690	11,679	243,515	24,519	268,034
Printing and postage	16,115	1,496	887	18,498	1,862	20,360
Insurance	111,994	10,397	6,165	128,556	12,941	141,497
Telephone and communication	54,320	5,043	2,990	62,353	6,276	68,629
Repairs and maintenance	10,914	1,013	601	12,528	1,261	13,789
Facilities expense	1,473,894	136,824	81,129	1,691,847	170,329	1,862,176
Depreciation and amortization	147,139	13,659	8,099	168,897	17,003	185,900
Food and travel	100,161	-	-	100,161	11,075	111,236
Equipment and furniture	31,547	2,929	1,736	36,212	3,644	39,856
Technology costs	73,283	-	-	73,283	-	73,283
Miscellaneous	5,375	499	296	6,170	619	6,789
Total	\$ 9,232,487	\$ 792,251	\$ 869,478	\$ 10,894,216	\$ 1,035,495	\$ 11,929,711

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INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

TO THE BOARD OF TRUSTEES OF HARLEM VILLAGE ACADEMY CHARTER SCHOOL

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of Harlem Village Academy Charter School (the "School"), which comprise the statement of financial position as of June 30, 2014, and the related statements of activities, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated September 3, 2014.

#### Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the School's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### TO THE BOARD OF TRUSTEES OF HARLEM VILLAGE ACADEMY CHARTER SCHOOL

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

#### Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the School's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

FRUCHTER ROSEN & COMPANY, P.C.

New York, New York September 3, 2014