

WOMEN'S CENTRE OF CALGARY
Financial Statements
December 31, 2017

WOMEN'S CENTRE OF CALGARY
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For the Year Ended December 31, 2017

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INDEPENDENT AUDITOR'S REPORT

To the Members of Women's Centre of Calgary:

We have audited the accompanying financial statements of Women's Centre of Calgary, which comprise the statement of financial position as at December 31, 2017 and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation 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 Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and 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 entity'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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of 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 present fairly, in all material respects, the financial position of Women's Centre of Calgary as at December 31, 2017 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Calgary, Alberta
February 22, 2018



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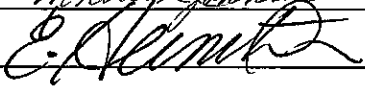
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WOMEN'S CENTRE OF CALGARY
Statement of Financial Position
As at December 31, 2017

	Operating Fund	FCSS Fund	2017	2016
Assets				
Current				
Cash and cash equivalents	\$ 506,606	\$ -	\$ 506,606	\$ 877,401
Restricted cash (Note 6)	62,145	212,156	274,301	368,837
Short term investments (Note 3)	1,912,060	-	1,912,060	1,073,077
Donations and interest receivable	8,091	-	8,091	19,334
Goods and services tax recoverable	11,515	-	11,515	12,467
Prepaid expenses	18,184	-	18,184	17,185
	2,518,601	212,156	2,730,757	2,368,301
Property and equipment (Note 4)	248,093	-	248,093	286,482
Long term Investments (Note 3)	-	-	-	213,740
	\$ 2,766,694	\$ 212,156	\$ 2,978,850	\$ 2,868,523
Liabilities and Net assets				
Current				
Accounts payable and accrued liabilities	\$ 40,187	\$ -	\$ 40,187	\$ 50,680
Deferred contributions				
Related to operations (Note 6)	150,854	212,156	363,010	421,698
Related to property and equipment (Note 6)	199,751	-	199,751	222,343
	390,792	212,156	602,948	694,721
Net Assets				
Invested in property and equipment	48,342	-	48,342	64,139
Restricted internally (Note 5)				
Operating Reserve	1,587,560	-	1,587,560	1,369,663
Contingency fund	740,000	-	740,000	740,000
	2,375,902	-	2,375,902	2,173,802
	\$ 2,766,694	\$ 212,156	\$ 2,978,850	\$ 2,868,523

On behalf of the board


 _____ Director


 _____ Director

WOMEN'S CENTRE OF CALGARY
Statement of Operations
For the Year Ended December 31, 2017

	Operating Fund	FCSS Fund	AB Law Foundation	2017	2016
Revenue					
City of Calgary Family & Community Support Service	\$ -	\$ 892,466	\$ -	\$ 892,466	\$ 762,323
Donations	348,520	-	-	348,520	367,981
United Way of Calgary	229,717	-	-	229,717	265,486
Grants	95,698	-	25,615	121,313	203,425
Casino (Note 6)	-	46,949	-	46,949	51,966
Earned capital contributions	22,195	-	397	22,592	30,387
Fundraising	24,037	-	-	24,037	18,311
Interest income	18,165	-	-	18,165	12,593
	738,332	939,415	26,012	1,703,759	1,712,472
Expenses					
Salaries, wages and benefits	347,785	747,668	39,626	1,135,079	1,035,210
Rent and maintenance	265	138,780	5,850	144,895	163,168
Professional fees	6,180	34,455	1,691	42,326	103,291
Amortization	37,992	-	397	38,389	39,006
Emergency fund	35,797	-	-	35,797	37,427
Office supplies	3,859	21,374	219	25,452	27,197
Equipment and software	3,366	12,505	992	16,863	23,760
Travel	1,399	6,231	-	7,630	10,550
Volunteer appreciation	284	9,688	1,178	11,150	9,533
Training	-	3,835	595	4,430	8,296
Utilities	646	8,117	-	8,763	8,212
Insurance	633	7,484	-	8,117	7,639
Printing	-	3,437	1,201	4,638	6,029
Advertising and promotion	-	1,461	-	1,461	3,885
Interest and bank charges	2,320	1,056	-	3,376	3,004
Fundraising	1,431	-	-	1,431	2,185
Dues and memberships	9,044	2,142	-	11,186	2,147
Planning	-	127	549	676	1,273
	451,001	998,360	52,298	1,501,659	1,491,812
Excess (deficiency) of revenue over expenses	\$ 287,331	\$ (58,945)	\$ (26,286)	\$ 202,100	\$ 220,660

See notes to financial statements

WOMEN'S CENTRE OF CALGARY
Statement of Changes in Fund Balances
For the Year Ended December 31, 2017

	Invested in property and equipment	FCSS Fund	AB Law Foundation	Internally Restricted (Note 5)			2016
				Operating Reserve	Contingency Fund	2017	
Balance, beginning of year	\$ 64,139	\$ -	\$ -	\$ 1,369,663	\$ 740,000	\$ 2,173,802	\$ 1,953,142
Excess (deficiency) of revenue over expenses	(15,797)	(58,945)	(26,286)	303,128	-	202,100	220,660
Interfund transfers (Note 9)	-	58,945	26,286	(85,231)	-	-	-
Balance, end of year	\$ 48,342	\$ -	\$ -	\$ 1,587,560	\$ 740,000	\$ 2,375,902	\$ 2,173,802

WOMEN'S CENTRE OF CALGARY
Statement of Cash Flows
For the Year Ended December 31, 2017

	Operating Fund	FCSS Fund	AB Law Foundation	2017	2016
Operating activities					
Cash receipts from customers	\$ 698,114	\$ 891,828	\$ 25,615	\$ 1,615,557	\$ 1,757,939
Cash paid to suppliers and employees	(424,501)	(998,360)	(51,901)	(1,474,762)	(1,447,959)
Interest received	18,165	-	-	18,165	12,593
Goods and services tax recoverable	952	-	-	952	(8,372)
Interfund transfer	(85,231)	58,945	26,286	-	-
	<u>207,499</u>	<u>(47,587)</u>	<u>-</u>	<u>159,912</u>	<u>314,201</u>
Investing activity					
Redemption (purchase) of investments	(625,243)	-	-	(625,243)	(7,261)
	<u>(417,744)</u>	<u>(47,587)</u>	<u>-</u>	<u>(465,331)</u>	<u>306,940</u>
Net change in cash and cash equivalents during the year	986,495	259,743	-	1,246,238	939,298
Cash and cash equivalents - beginning of year	568,751	212,156	-	780,907	1,246,238
Cash and cash equivalents - end of year	\$ 506,606	\$ -	\$ -	\$ 506,606	\$ 877,401
Cash consists of:					
Cash	62,145	212,156	-	274,301	368,837
Restricted cash	568,751	212,156	-	780,907	1,246,238

See notes to financial statements

WOMEN'S CENTRE OF CALGARY
Notes to Financial Statements
For the Year Ended December 31, 2017

1. Purpose of the organization

The Women's Centre of Calgary (the "organization") is incorporated under the Companies Act of Alberta. The organization is committed to serving the needs of women in the community through the provision of education, support, information, resources, social interaction and crisis prevention. The organization provides a centre for women to build community and to encourage the development and growth of women's skills and abilities. The organization is a registered charitable organization and therefore exempt from the payment of income tax under section 149(f)(1) of the Income Tax Act of Canada.

2. Summary of significant accounting policies

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations in Part III of the CPA Canada Handbook, and in management's opinion, have been properly prepared within reasonable limits of materiality and within the framework of the significant accounting policies summarized below:

a) Fund accounting

The Operating Fund is used to account for all the revenue and expenses related to program delivery, fundraising and general and administrative activities of the organization.

The FCSS Fund is used to account for the grants received from The City of Calgary Family and Community Support Services (FCSS) and other assigned fundraising revenues and the use of those monies on direct costs and administration related to program areas funded by the City of Calgary.

The AB Law Foundation is used to account for the grant received from the Alberta Law Foundation and the related program expenses.

b) Revenue recognition

The organization follows the deferral method of accounting for contributions.

Operating revenues are recognized as revenue, either in the period received, or when a portion of the revenue relates to a future period, it is deferred and recognized in the subsequent period.

Restricted contributions are recognized as revenue of the appropriate fund in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue of the operating fund when received or receivable, if the amount to be received can be reasonably estimated and collection is reasonably assured. Amounts pledged as future donations are not recognized in the accounts.

c) Cash and cash equivalents

Cash and cash equivalents include cash on hand and investments in treasury bills that are valued at cost plus accrued interest. The carrying amounts approximate fair value because they have maturities at the date of purchase of less than ninety days.

(continues)

WOMEN'S CENTRE OF CALGARY
Notes to Financial Statements
For the Year Ended December 31, 2017

2. Summary of significant accounting policies (continued)

d) Property and equipment

Property and equipment are recorded at cost. Amortization is provided using the cost of assets over their estimated useful lives. The amortization methods and rates are as follows:

Computer equipment	straight-line	3 years
Leasehold improvements	straight-line	term of lease (10 years)

The organization has set the capitalization threshold at \$1,500 for property and equipment purchases.

e) Goods and Services Tax

Goods and services tax is recoverable at 50% as a rebate. The unrecoverable portion is recorded as an expense with the rebate treated as a receivable.

f) Financial instruments

The organization initially measures its financial assets and financial liabilities at fair value. It subsequently measures all of its financial assets and financial liabilities at amortized cost.

The financial assets measured at amortized cost include cash and cash equivalents, restricted cash, short term investments, donations and interest receivable. The financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

g) Contributed materials and services

Volunteers contributed significant time to assist the organization in carrying out its activities. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

Contributed materials are recorded as revenue and expenses when the fair market value is reasonably determinable and when they are used in the normal course of the organization's operations and would otherwise have been purchased.

h) Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and the reported amounts of revenues and expenses during the period. Actual results could differ from these estimates.

WOMEN'S CENTRE OF CALGARY
Notes to Financial Statements
For the Year Ended December 31, 2017

3. Investments

	<u>2017</u>	<u>2016</u>
<u>Short term investments</u>		
Guaranteed investment certificates, bearing interest rates ranging from 0.8% to 1.28% (2016: from 0.4% to 1.40%) per annum, with a maturity date of less than one year.	\$ 1,912,060	\$ 1,073,077
<u>Long term investments</u>		
Guaranteed investment certificates with maturity dates greater than one year from the date of acquisition, bearing interest rate 1.28% per annum, maturing December 8, 2018.	\$ -	\$ 213,740

4. Property and equipment

	<u>Cost</u>	<u>Accumulated amortization</u>	<u>2017 Net book value</u>	<u>2016 Net book value</u>
Computer equipment	\$ 39,592	\$ 39,592	\$ -	\$ 397
Leasehold improvements	390,799	142,706	248,093	286,085
	\$ 430,391	\$ 182,298	\$ 248,093	\$ 286,482

5. Internally restricted funds

Internally restricted funds represent the balance of excess of revenue over expenses from operations, which includes funds raised from donations and current year fundraising events. These funds have been designated by the board of directors as restricted funds for specific purposes in subsequent periods as described below. Internally restricted funds cannot be spent without board approval.

The intention of the Operating Reserve is to accumulate current year fundraising dollars to support the following year operations. It is also intended as a source of internal funds for investments in long term capacity building.

The board of directors approved the set up of a contingency fund to be equal to about six months operating costs in case there are unanticipated significant shortfalls in revenue. An amount of \$740,000 (2015: \$485,000) had been approved to be kept in the contingency fund in the current year.

	<u>2017</u>	<u>2016</u>
Operating Reserve	\$ 1,571,796	\$ 1,353,899
Basic Needs Fund	15,764	15,764
	1,587,560	1,369,663
Contingency Fund	740,000	740,000
	\$ 2,327,560	\$ 2,109,663

WOMEN'S CENTRE OF CALGARY
Notes to Financial Statements
For the Year Ended December 31, 2017

6. Deferred contributions

Deferred contributions related to operations are amounts received in the current period for future period operations.

	Beginning	Additions	Utilizations	Ending
<u>Related to operations</u>				
City of Calgary Family and Community Support Services	\$ 259,743	\$ 844,881	\$ 892,468	\$ 212,156
United Way	-	229,717	229,717	-
Girl Power	45,766	81,005	51,909	74,862
Casino	109,094	-	46,949	62,145
Basic Needs	7,095	20,816	14,064	13,847
Total	\$ 421,698	\$ 1,176,419	\$ 1,235,107	\$ 363,010

	Beginning	Additions	Utilizations	Ending
<u>Related to property and equipment</u>				
Grants and donations for the leasehold improvement	\$ 222,343	\$ -	\$ 22,592	\$ 199,751

7. Endowment fund

The organization has an Endowment Fund that is managed by The Calgary Foundation. Endowments may be donated to the organization or directly to the Foundation in the name of the organization. The Foundation protects the capital and annually distributes the net investment income to the organization. The organization surrenders ownership to the Foundation; therefore, amounts held by the Foundation are not reported as assets in these financial statements nor as fund balances.

	2017	2016
Held by The Calgary Foundation	\$ 23,058	\$ 21,764

8. Gifts in kind

The organization received donations related to the following gifts-in-kind: groceries, gifts, and tickets.. Total gifts in kind revenue and expenses for 2017 are \$25,241 (2016: \$25,220).

WOMEN'S CENTRE OF CALGARY
Notes to Financial Statements
For the Year Ended December 31, 2017

9. Inter-fund transfer

During the year the organization transferred \$58,945 (2016: \$124,573) from the Operating Fund to provide for expenses in the FCSS Fund. \$26,286 (2016: \$835) in the program supported by the Alberta Law Foundation was covered by the Operating fund. During the year, the board has approved \$Nil (2016: \$255,000) transferred from Operating Reserve fund to Contingency Fund.

10. Financial instruments

The organization's financial instruments consist of cash and cash equivalents, restricted cash, short term investments, donations and interest receivable, accounts payable and accrued liabilities. Unless otherwise noted, it is management's opinion that the organization is not exposed to significant interest, currency or credit risks arising from these financial instruments. The fair value of these financial instruments approximate their carrying values, unless otherwise noted.

11. Additional information to comply with the disclosure requirement of the Charitable Fund-Raising Act of Alberta and regulations

As required under Section 7(2) of the Regulations of the Charitable Fund-raising Act of Alberta, staff expenses in the amount of \$25,000 (2016: \$25,000) were incurred in the year for the purposes of soliciting donations.

Gross contributions received were \$348,520 (2016: \$345,274).

12. Commitments

The organization had an operating lease for office space, which requires monthly rent payments of \$9,000 until May 2018. The renewal of above lease was signed on February 5, 2018 at the same rate for another 5 years. The estimated minimum annual rental payments, excluding operating costs, for the next five years under the lease agreement are as follows:

2018	\$	108,000
2019		108,000
2020		108,000
2021		108,100
2022		108,000

13. Comparative figures

Some of the comparative figures have been reclassified to conform to the current year's presentation.
