FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2019





Financial Statements March 31, 2019

#### **Table of Contents**

|                                    | Page |
|------------------------------------|------|
| Independent Auditor's Report       |      |
| Financial Statements               |      |
| Statement of Financial Position    | 1    |
| Statement of Changes in Net Assets | 2    |
| Statement of Operations            | 3    |
| Statement of Cash Flows            | 4    |
| Notes to the Financial Statements  | 5    |
| Schedule of Daycare                | 13   |
| Schedule of Dayhomes               | 14   |
| Schedule of Families First         | 15   |
| Schedule of Fundraising            | 16   |

#### INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of Peace River Child Care Association

#### Qualified Opinion

We have audited the financial statements of Peace River Child Care Association, which comprise the statement of financial position as at March 31, 2019, and the statements of changes in net assets, operations, and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the organization as at March 31, 2019, and its its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

#### Basis for Qualified Opinion

Peace River Child Care Association derives a material amount of revenue from donations and fundraising activities. We were not able to obtain sufficient appropriate audit evidence about the completeness of the reported amounts for accounts receivable, donation and fundraising revenue, revenue in excess of expenditure and changes to net assets because there is no direct relationship between assets or services given up in exchange for amounts received or receivable. Consequently, we were unable to determine whether any adjustments to these amounts were necessary.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, 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 qualified opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASNPO, 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.

In preparing the financial statements, management is responsible for assessing the organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the organization's financial reporting process.



#### INDEPENDENT AUDITOR'S REPORT

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 Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, 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 Canadian generally accepted auditing standards, 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 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.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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.

Peace River, Alberta June 4, 2019

CHARTERED PROFESSIONAL ACCOUNTANTS

In Visian

n Vision n CHARTEREI PROFESSIO ACCOUNTA

### Statement of Financial Position As at March 31, 2019

|   | ASSETS      | <u>2019</u><br>\$             | <u>2018</u>                   |
|---|-------------|-------------------------------|-------------------------------|
|   |             |                               |                               |
| Current: Cash (Note 3) Accounts receivable (Note 4) Prepaid expenses (Note 5)                   |             | 901,037<br>40,180<br>3,203    | 891,994<br>45,990<br>750      |
|   |             | 944,420                       | 938,734                       |
| Capital assets (Note 6)   |             | 2,676,834                     | 2,778,208                     |
|   |             | 3,621,254                     | 3,716,942                     |
|   | LIABILITIES |                               |                               |
| Current: Accounts payable (Note 7) Deferred revenue (Note 8) Callable debt (Note 9)             |             | 158,226<br>764,656<br>689,869 | 128,433<br>707,773<br>709,020 |
|   |             | 1,612,751                     | 1,545,226                     |
| Deferred revenue (Note 10)  |             | 975,022                       | 1,021,974                     |
|   |             | 2,587,773                     | 2,567,200                     |
|   | NET ASSETS  |                               |                               |
| Internally restricted net assets<br>Externally restricted net assets<br>Unrestricted net assets |             | 62,599<br>29,803<br>941,079   | 72,534<br>28,025<br>1,049,183 |
|   |             | 1,033,481                     | 1,149,742                     |
|   |             | 3,621,254                     | 3,716,942                     |
| Approved by the Board   |             |                               |                               |
| Members   |             |                               |                               |
| Members   |             |                               |                               |

Statement of Changes in Net Assets For the year ended March 31, 2019

| Internally restricted net assets | Balance,<br>beginning of<br>year<br>\$<br>72,534 | Interfund Transfers (Note 12) \$ (12,273) | \$  | 2019<br>Balance, end<br>of year<br>\$<br>62,599 |
|----------------------------------|--|---|---|---|
| Externally restricted net assets | 28,025   | •   | 1,778   | 29,803  |
| Unrestricted net assets          | 1,049,183  | 12,273                                    | (120,377)   | 941,079   |
|                                  | 1,149,742  |   | (116,261)   | 1,033,481                                       |
| Internally restricted net assets | Balance, beginning of year  \$ 79,327            | Interfund Transfers (Note 12) \$ (12,457) | Excess (deficiency) of revenues over expenditures  \$ 5,664 | 2018<br>Balance, end<br>of year<br>\$<br>72,534 |
| Externally restricted net assets | 26,186   | -   | 1,839   | 28,025  |
| Unrestricted net assets          | 1,083,059  | 12,457                                    | (46,333)  | 1,049,183                                       |
|                                  | 1,188,572  | <del>-</del>                              | (38,830)  | 1,149,742                                       |

# **Statement of Operations**

For the year ended March 31, 2019

| Revenues:   | 2019<br><u>Actual</u><br>\$             | 2019<br>Budget             | 2018<br>Actual<br>\$                    |
|---|---|----------------------------|---|
|   | 1 535 307                               | 1 207 516                  | 1.045.048                               |
| Daycare (Schedule 1)  | 1,525,796                               | 1,387,516                  | 1,245,948                               |
| Dayhomes (Schedule 2)   | ****                                    | -                          | 19,518                                  |
| Families First (Schedule 3)   | 238,108                                 | 216,284                    | 210,837                                 |
| Fundraising (Schedule 4)  | 33,895                                  |                            | 12,775                                  |
|   |   |                            |   |
|   | 1,797,799                               | 1,603,800                  | 1,489,078                               |
| Expenditures: Daycare (Schedule 1) Dayhomes (Schedule 2) Families First (Schedule 3) Fundraising (Schedule 4) | 1,643,211<br>2,961<br>236,331<br>31,557 | 1,355,900                  | 1,289,573<br>22,226<br>208,998<br>7,111 |
| (Deficiency) excess of revenues over expenditures   | 1,914,060<br>(116,261)                  | <u>1,572,184</u><br>31,616 | (38,830)                                |

# Statement of Cash Flows For the year ended March 31, 2019

|   | 2019          | 2018      |
|---|---------------|-----------|
|   | \$            | \$        |
| Operating activities:                                   |               |           |
| Cash received from parents, subsidies and fundraising   | 1,217,502     | 1,176,342 |
| •   |               |           |
| Cash receipts from Early Learning and Child Care grants | 586,100       | 1,028,020 |
| Cash paid to suppliers                                  | (502,080)     | (406,365) |
| Cash paid to employees and dayhome providers            | (1,231,452)   | (946,007) |
| Interest paid   | (42,248)      | (36,941)  |
| Interest received                                       | 9,938         | 5,659     |
| interest received                                       | <u></u>       | 2,022     |
|   |               |           |
|   | <u>37,760</u> | 820,708   |
|   |               |           |
| Financing activity:                                     |               |           |
|   | (10.151)      | (22 979)  |
| Repayment of callable debt                              | (19,151)      | (22,878)  |
|   |               |           |
| Investing activity:                                     |               |           |
| Purchase of capital assets                              | (9,566)       | (66,465)  |
|   | (-,           | (==,1==)  |
| v   | 0.043         | 721 266   |
| Increase in cash  | 9,043         | 731,365   |
|   |               |           |
| Cash, beginning of year                                 | 891,994       | 160,629   |
|   |               |           |
| Cook and of year  | 001 027       | 891,994   |
| Cash, end of year                                       | 901,037       | 071,774   |

Notes to the Financial Statements For the year ended March 31, 2019

#### 1. Nature of operations

Peace River Child Care Association (the "Organization") is a not-for-profit organization incorporated under the Societies Act of Alberta. The Organization was formed to provide child care services and family support services for the community of Peace River and surrounding area. The Organization is a registered charity under the *Income Tax Act*.

#### 2. Significant accounting policies

These financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations. The significant policies are detailed as follows:

#### (a) Fund accounting

The Organization uses fund accounting to ensure compliance with restrictions placed on funds received. These funds are held in accordance with the objectives specified by the contributors or in accordance with the directives issued by the Board of Directors. Three funds are maintained - Internally Restricted Net Assets, Externally Restricted Net Assets and Unrestricted Net Assets.

Internally Restricted Net Assets consist of restricted funds used to account for monies for specific purposes. This includes the funds obtained through fundraising activities and funds internally restricted for the use towards capital assets.

Externally Restricted Net Assets consist of funds restricted by the government for use in the Families First program.

Unrestricted Net Assets is all revenue and expenditures related to the general and ancillary operations of the Organization. It includes the activities from the Daycare and Dayhome programs.

#### (b) Donated material and services

Donated capital and investments are recorded in the financial statements at fair value on the date of the donation. Donated materials and services are not recorded because the fair market value is not readily determinable.

#### (c) Cash and cash equivalents

Cash and cash equivalents are defined as cash, balances with banks, bank overdrafts, and short term deposits with term maturity of three months or less from year-end.

Notes to the Financial Statements For the year ended March 31, 2019

#### 2. Significant accounting policies (Continued)

#### (d) Capital assets

Capital assets are recorded at cost. The organization provides for amortization using the straight-line method and rates, with residual values as indicated, designed to amortize the cost of the capital assets over their estimated useful lives. The annual amortization rate is as follows:

Building 40 years, 10% residual Equipment costing more than \$2,500 10 years, no residual Equipment costing between \$1,000 and \$2,500 5 years, no residual

An impairment loss is recognized when the carrying amount of these assets is not recoverable and exceeds their fair value.

All capital assets costing less than \$1,000 are expensed.

#### (e) Revenue recognition

The organization follows the deferral method of accounting for contributions and reports on a fund accounting basis.

Internally and externally restricted contributions (such as specific purpose donations, raffle funds, casino funds and government funds for specific projects) are recognized as revenue in the year in which the related expenses are incurred.

Unrestricted contributions (such as parent fees and government funding) are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

#### (f) Income taxes

No provision is made for income tax as the organization is not subject to income tax under Section 149(1)e of the *Income Tax Act*.

Notes to the Financial Statements For the year ended March 31, 2019

#### 2. Significant accounting policies (Continued)

#### (g) Financial instruments

#### (i) Measurement of financial instruments

The organization initially measures its financial assets and liabilities at fair value.

The organization subsequently measures all its financial assets and financial liabilities at cost or amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in (deficiency) excess of revenues over expenditures in the period incurred.

Financial assets measured at amortized cost include cash and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable, deferred revenue and callable debt.

The organization has not designated any financial asset or financial liability to be measured at fair value.

#### (ii) Impairment

For financial assets measured at cost or amortized cost, the organization determines whether there are indications of possible impairment. When there is an indication of impairment, and the organization determines that a significant adverse change has occurred during the period in the expected timing or amount of future cash flows, a write-down is recognized in (deficiency) excess of revenues over expenditures. A previously recognized impairment loss may be reversed to the extent of the improvement. The carrying amount of the financial asset may not be greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in (deficiency) excess of revenues over expenditures.

#### (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 amounts of assets and liabilities and disclosures of contingent liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reported period. Actual results could differ from those estimates.

Notes to the Financial Statements For the year ended March 31, 2019

#### 3. Cash

Cash relates to the following funds:

|                                     | 2019    | 2018    |
|-------------------------------------|---------|---------|
|                                     | \$      | \$      |
| General                             | 98,027  | 146,603 |
| Fundraising                         | 25,498  | 21,848  |
| Casino                              | 686     | 674     |
| Families First                      | 47,268  | 64,121  |
| Raffle                              | 60,326  | 37,782  |
| Building                            | 37,101  | 50,984  |
| Early Learning and Child Care grant | 632,131 | 569,982 |
|                                     |         |         |
|                                     | 901,037 | 891,994 |

The Fundraising and Building funds are internally restricted by the board for special use as to be determined by the board. Included in the Families First funds are amounts externally restricted for community programs totalling \$12,113 (prior year \$16,040). The Early Learning and Child Care Grant, Casino and Raffle funds are externally restricted for specific purposes.

#### 4. Accounts receivable

|    |                                 | 2019         | 2018       |
|----|---------------------------------|--------------|------------|
|    |                                 | \$           | \$         |
|    | Trade receivables               | 54,464       | 57,372     |
|    | Allowance for doubtful accounts | (18,176)     | (18,887)   |
|    | GST receivable                  | 3,466        | 7,236      |
|    | GST receivable - Families First | 426          | 269        |
|    |                                 | 40,180       | 45,990     |
|    |                                 | 40,100       | 43,770     |
|    |                                 |              |            |
| 5. | Prepaid expenses                |              |            |
|    |                                 | 4010         | 2010       |
|    |                                 | 2019         | 2018       |
|    | B 11B - B 11 B -                | \$           | \$         |
|    | Prepaid Rent - Families First   | 1,103        | -          |
|    | Damage deposit - Families First | <u>2,100</u> | <u>750</u> |
|    |                                 |              |            |

750

3,203

Notes to the Financial Statements For the year ended March 31, 2019

## 6. Capital assets

| o. Capitai ass | 3013                   |                  |                          |                   |                   |
|----------------|------------------------|------------------|--------------------------|-------------------|-------------------|
|                |                        |                  |                          | 2019              | 2018              |
|                |                        | Cost             | Accumulated amortization | Net Book<br>Value | Net Book<br>Value |
|                |                        | S                | \$                       | \$                | \$                |
| Building       |                        | 2,651,462        | 153,199                  | 2,498,263         | 2,551,293         |
| Furniture &    | k equipment            | 316,777          | 138,206                  | 178,571           | 226,915           |
|                |                        | 2,968,239        | 291,405                  | 2,676,834         | 2,778,208         |
| 7 Agggunta     | masyahla               |                  |                          |                   |                   |
| 7. Accounts 1  | payable                |                  |                          |                   |                   |
|                |                        |                  |                          | 2019              | 2018              |
|                |                        |                  |                          | <u> </u>          | \$                |
| Trade paya     | ıbles                  |                  |                          | 120,423           | 93,883            |
|                | ıbles - Families First |                  |                          | 8,981             | 11,150            |
| Capital pay    | yable                  |                  |                          | 2,689             | -                 |
| Payroll ren    | nittances payable      |                  |                          | 26,133            | 23,400            |
|                |                        |                  |                          | 158,226           | 128,433           |
|                |                        |                  |                          |                   |                   |
| 8. Deferred    | revenue                |                  |                          |                   |                   |
|                |                        |                  |                          | 2019              | 2018              |
|                |                        |                  |                          | <u> </u>          | \$                |
| Parent fees    | 3                      |                  |                          | 28,200            | 28,327            |
| Parent dep     |                        |                  |                          | 31,200            | 44,800            |
|                | for community progra   | ams - Families F | irst                     | 12,113            | 16,040            |
| ELCC Gra       |                        |                  |                          | 632,131           | 569,982           |
| Casino fun     |                        |                  |                          | 686               | 674               |
| Raffle fund    |                        |                  |                          | 60,326            | 38,082            |
| Public Hea     | alth - Families First  |                  |                          |                   | 9,868             |
|                |                        |                  |                          | 764,656           | 707,773           |

Notes to the Financial Statements For the year ended March 31, 2019

#### 8. Deferred revenue (Continued)

The deferred parent fees relate to fees collected in advance of the month the service is provided.

The parent deposits relate to deposits collected in advance of the provision of services.

The Families First deferred revenue relates to donations received for various community programs. The donations received for this program have been deferred to when the related expenses are incurred.

Early Learning and Child Care (ELCC) Grant funds are externally restricted for specific purposes including improvements, curriculum, wages and subsidizing daycare fees to allow for \$25 per day cost for parents.

Casino funds and raffle funds are externally restricted for specific purposes to be approved by the Alberta Gaming and Liquor Commission (AGLC).

#### 9. Callable debt

|   | <u>2019</u> | <u>2018</u> |
|---|-------------|-------------|
| Term bank loan with general security agreement and building with a net book value of \$2,498,263 pledged as security, repayable in monthly installments of \$4,650 including interest at prime plus 1.5% per annum with a renewal date of July 2019 |             |             |
| and an amortization period ending October 2039.   | 689,869     | 709,020     |
| Less current portion  | 18,664      | 21,180      |
| Callable debt   | 671,205     | 687,840     |
| Estimated principal repayments are as follows:  |             |             |
|   | \$          |             |
| 2020  | 18,664      |             |
| 2021  | 19,707      |             |
| 2022  | 20,808      |             |
| 2023  | 21,970      |             |
| 2024  | 23,199      |             |
| Subsequent years  | 585,521     |             |

Notes to the Financial Statements For the year ended March 31, 2019

#### 10. Deferred revenue

|                 | 2019    | 2018      |
|-----------------|---------|-----------|
|                 | \$      | \$        |
| Building funds  | 903,288 | 927,430   |
| Equipment funds | 71,734  | 94,544    |
|                 | 975,022 | 1,021,974 |

Deferred revenue relates to funds received towards the purchase of capital assets. Since capital assets are long-term assets, the deferred revenues are shown as a long-term liability accordingly.

A portion of deferred revenue is recognized each year on a basis consistent with the amortization of the assets purchased with these restricted funds. Deferred revenue has been recognized related to the building in the amount of \$24,141 (prior year \$24,141) and related to equipment in the amount of \$22,810 (prior year \$16,781).

#### 11. Allocation of expenses

The Organization engages in child care services that include daycare, dayhomes and Families First. The costs of each program include the costs of general administration, supplies and other expenses that are directly related to providing the program.

The general administration expenses include salaries of the administration personnel that keep the books for all the programs, premises costs for the main building, office supplies, insurance and bank fees. These expenses are allocated between programs based on the space that is occupied by that program or the time that is spent by the administration for that program.

#### 12. Transfers between net assets (liabilities)

During the year, internally restricted buildings funds were transferred to unrestricted funds for purposes of paying for repairs to the building. In addition, funds restricted internally from fundraising were transferred to unrestricted funds for general use.

|  | 2019     | 2018    |
|--|----------|---------|
|  | \$       | \$      |
| Transfer to unrestricted fund from internally restricted building fund           | (13,884) | (7,824) |
| Transfer from (to) unrestricted fund from internally restricted fundraising fund | 1,611    | (4,633) |
| Net adjustment to unrestricted fund  | 12,273   | 12,457  |
|  |          |         |

Notes to the Financial Statements For the year ended March 31, 2019

#### 13. Lease commitments

The Organization has entered into a lease commitment with the Town of Peace River to lease the land the daycare building is located on. This commitment is for \$1 per year until June 2046.

During the year, the Organization also entered into a lease commitment for office space for the Families First division in Manning of \$100 per month ending October 2023 and in Peace River for \$1,997.50 plus GST per month ending June 2021. The Peace River lease is to be paid \$1,050 plus GST in cash and the remaining \$947.50 plus GST is donated by the lessor.

#### 14. Financial instruments

The organization is exposed to various financial risks through transactions in financial instruments. The following provides helpful information in assessing the extent of the organization's exposure to these risks.

#### (a) Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The organization's main credit risk relates to its accounts receivable. The organization reduces this risk by cancelling child care if payment is made later than five days after an agreed upon date which is either month end or the date on which the subsidy payments are received. If payment is not made, the Organization uses services of a collection agency for those accounts deemed necessary.

#### (b) Liquidity risk

Liquidity risk is the risk that the organization will encounter difficulty in meeting obligations associated with financial liabilities. The organization is exposed to this risk mainly in respect of its accounts payable, accrued liabilities and callable debt. The organization mitigates this risk by monthly review of its net income and cash balances to ensure sufficient funds are available to make payment.

#### (c) Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The organization is exposed to interest rate risk on its floating interest rate callable debt. Floating-rate financial instruments subject the organization to a cash flow risk.

Schedules to the Financial Statements
For the year ended March 31, 2019

| Schedule of Daycare                               |           |           | Schedule 1     |
|---|-----------|-----------|----------------|
|   | 2019      | 2019      | 2018           |
|   | Actual    | Budget    | Actual         |
|   | \$        | \$        | \$             |
| Revenue:  |           |           |                |
| Deferred allocation income                        | 46,951    | -         | 40,921         |
| ELCC Grant income                                 | 523,951   | 530,020   | 397,736        |
| Infant incentive                                  | 11,250    | 14,400    | 13,500         |
| Other income and donations                        | 16,826    | •         | 15,083         |
| Parent fees and subsidies                         | 727,313   | 733,900   | 621,670        |
| Staff funding                                     | 167,735   | 109,196   | 130,628        |
| Staff support funding                             | 26,838    | -         | 20,302         |
| Subsidy transaction fee                           | 4,932     | -         | 6,108          |
|   | 1,525,796 | 1,387,516 | 1,245,948      |
| Expenditures:                                     |           |           |                |
| Advertising                                       | 1,318     | 1,200     | 922            |
| Amortization                                      | 110,940   | -         | 105,084        |
| Audit fees  | 11,544    | 15,000    | 9,184          |
| Bad debts   | 48        | -         | 7,585          |
| Bank charges                                      | 5,328     | 3,840     | 3,911          |
| Bookkeeping                                       | 32,335    | 30,000    | 26,814         |
| Child supplies                                    | 20,446    | 20,000    | 14,624         |
| Field trips                                       | 614       | -         | 638            |
| Food  | 78,031    | 68,000    | 70,651         |
| GST expense                                       | 5,454     | -         | 4,768          |
| Insurance   | 11,408    | 13,200    | 9,770          |
| Interest on callable debt                         | 36,649    | 36,649    | 32,923         |
| Janitor   | 56,153    | 51,660    | 53,781         |
| Lease expense                                     | 1         | 1         | 1              |
| Office  | 13,803    | 8,000     | 9,726          |
| Professional fees                                 | 335       | -         | 2,315          |
| Repairs and maintenance                           | 21,247    | 10,000    | 10,935         |
| Training  | 12,439    | 7,500     | 2,573          |
| Travel and subsistence                            | 4,359     | -         | 484            |
| Utilities   | 35,006    | 38,600    | 37,774         |
| Wages and benefits                                | 1,185,753 | 1,052,250 | <u>885,110</u> |
|   | 1,643,211 | 1,355,900 | 1,289,573      |
| (Deficiency) excess of revenues over expenditures | (117,415) | 31,616    | (43,625)       |

# **Schedules to the Financial Statements**

For the year ended March 31, 2019

| Schedule of Dayhomes                     |                   |        | Schedule 2 |
|--|-------------------|--------|------------|
|  | 2019              | 2019   | 2018       |
|  | Actual_           | Budget | Actual     |
|  | S                 | \$     | \$         |
| Revenue:                                 |                   |        |            |
| Child and Family Services                | _                 | 2      | 4,420      |
| Infant incentive                         | -                 | 8      | 1,500      |
| Parent fees and subsidies                |                   | -      | 12,478     |
| Quality enhancement funds                | 2. <del>*</del> . | 96     | 1,000      |
| Subsidy transaction fees                 | *                 |        | 120        |
|  |                   | -      | 19,518     |
| Expenditures:                            |                   |        |            |
| Advertising                              | •                 | -      | 12         |
| Audit fees                               | 1,697             | -      | 4,400      |
| Bank charges                             | 20                | -      | 55         |
| Bookkeeping                              | -                 | -      | 315        |
| Infant incentive                         | -                 | -      | 1,500      |
| Insurance                                | 1,244             | -      | 777        |
| Office supplies                          | -                 | -      | 150        |
| Provider fees                            | -                 | -      | 14,163     |
| Rent and utilities                       | -                 | -      | 599        |
| Travel                                   | -                 | -      | 51         |
| Wages and benefits                       |                   | •      | 204        |
|  | 2,961             | _      | 22,226     |
| Deficiency of revenues over expenditures | (2,961)           |        | (2,708)    |

Schedules to the Financial Statements For the year ended March 31, 2019

| Schedule of Families First           |         |         | Schedule 3 |
|--------------------------------------|---------|---------|------------|
|                                      | 2019    | 2019    | 2018       |
|                                      | Actual  | Budget  | Actual     |
|                                      | \$      | \$      | \$         |
| Revenue:                             |         |         |            |
| Child and Family Services            | 91,368  | 91,368  | 90,857     |
| Community donations                  | 3,928   | -       | 4,932      |
| Public Health                        | 133,858 | 124,916 | 115,048    |
| Rental donation                      | 8,954   | -       |            |
|                                      | 238,108 | 216,284 | 210,837    |
| Expenditures:                        |         |         |            |
| Audit Fees                           | 3,394   | 3,416   | 3,418      |
| Bank charges                         | 251     | -       | 53         |
| Bookkeeping                          | 4,476   | 4,200   | 8,334      |
| Community program expenses           | 3,928   | -       | 4,932      |
| GST expense                          | 1,134   | -       | 1,001      |
| Insurance                            | 1,207   | 1,400   | 2,419      |
| Office expenses                      | 2,968   | 2,329   | 7,190      |
| Organization memberships             | 286     | 150     | 284        |
| Professional development             | 16,187  | 4,100   | 11,032     |
| Promotion and advertising            | -       | -       | 542        |
| Rent                                 | 22,358  | 15,300  | 12,885     |
| Resources                            | 6,085   | 3,196   | 13,464     |
| Subcontract                          | 3,090   | -       | -          |
| Travel                               | 16,408  | 13,260  | 13,340     |
| Utilities                            | 3,619   | 2,700   | 4,417      |
| Wages and benefits                   | 150,940 | 166,233 | 125,687    |
|                                      | 236,331 | 216,284 | 208,998    |
| Excess of revenues over expenditures | 1,777   |         | 1,839      |

Schedules to the Financial Statements
For the year ended March 31, 2019

| Schedule of Fundraising              |                             |                      | Schedule 4     |
|--------------------------------------|-----------------------------|----------------------|----------------|
|                                      | 2019<br><u>Actual</u><br>\$ | 2019<br>Budget<br>\$ | 2018<br>Actual |
| Revenue: Fundraising                 | 33,895                      | Ψ<br>-               | 12,775         |
| Expenditures: Fundraising expense    | 31,557                      |                      | 7,111          |
| Excess of revenues over expenditures | 2,338                       |                      | 5,664          |