

**THE CALGARY ASSOCIATION FOR PEER SUPPORT
SERVICES FOR ABUSED WOMEN**

FINANCIAL STATEMENTS
(Audited)

December 31, 2014

THE CALGARY ASSOCIATION FOR PEER SUPPORT SERVICES FOR ABUSED WOMEN

December 31, 2014

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Independent Auditor's Report

To the Members of:
The Calgary Association for Peer Support Services for Abused Women

I have audited the financial statements of The Calgary Association for Peer Support Services for Abused Women as at December 31, 2014, which include the Statement of Financial Position and the statements of Operations, Changes in Net Assets, Cash Flows, and a summary of significant accounting policies and other explanatory notes for the year then ended.

Management's Responsibility

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles for not for profit organizations and for such internal control as management determines necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of 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.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified audit opinion.

Basis for Qualified Opinion

In common with many not for profit organizations, The Calgary Association for Peer Support Services for Abused Women derives revenue from certain fund raising activities, the completeness of which is not subject to satisfactory audit verification. Accordingly, my verification of these revenues was limited to the amounts recorded in the records of The Calgary Association for Peer Support Services for Abused Women and I was not able to determine whether any adjustments might be necessary to revenue, excess of revenue over expenses, assets and net assets.

Qualified Opinion

In my opinion, except for the effects of adjustments, if any, which I might have determined to be necessary had I been able to satisfy myself of the completeness of fundraising activities, these financial statements present fairly, in all material respects, the financial position of The Calgary Association for Peer Support Services for Abused Women as at December 31, 2014 and the results of its operations and cash flows for the year then ended in accordance with Canadian generally accepted auditing standards for not for profit organizations.

Calgary, Alberta
Date of Board approval

Heidi Brauer
Certified Management Accountant

**THE CALGARY ASSOCIATION FOR PEER SUPPORT SERVICES
FOR ABUSED WOMEN
STATEMENT OF FINANCIAL POSITION
(Audited)**

As at December 31, 2014

| | 2014 | 2013 |
|---|-------------------|-------------------|
| ASSETS | | |
| CURRENT ASSETS | | |
| Cash and Cash Equivalents, unrestricted | \$ 28,955 | \$ 33,324 |
| Cash and cash equivalents, internally restricted (Note 11) | 35,247 | 90,000 |
| Investment, internally restricted (Notes 7 and 11) | 54,753 | - |
| Investment, unrestricted (Note 7) | - | 10,257 |
| Externally restricted assets (Note 4) | 441,571 | 180,924 |
| Accounts receivable, unrestricted | 5,469 | 1,981 |
| GST receivable | 6,072 | 6,002 |
| Prepaid expenses (Note 8) | 6,206 | 4,482 |
| | 578,273 | 326,970 |
| PROPERTY AND EQUIPMENT (Note 3) | 18,511 | 14,405 |
| | \$ 596,784 | \$ 341,375 |
| LIABILITIES AND NET ASSETS | | |
| CURRENT LIABILITIES | | |
| Accounts payable and accrued liabilities | \$ 49,608 | \$ 22,746 |
| Wages payable | 8,048 | 20,960 |
| Deferred cash contributions (Note 4) | 441,571 | 180,924 |
| | 499,227 | 224,630 |
| DEFERRED CAPITAL CONTRIBUTIONS (Note 9) | 4,500 | 6,000 |
| NET ASSETS | | |
| Invested in property and equipment | 14,011 | 8,405 |
| Internally restricted (Note 11) | 90,000 | 90,000 |
| Unrestricted | (10,954) | 12,340 |
| | 93,057 | 110,745 |
| | \$ 596,784 | \$ 341,375 |

APPROVED ON BEHALF OF THE BOARD OF DIRECTORS

_____ Director

_____ Director

See Notes to the Financial Statements

**THE CALGARY ASSOCIATION FOR PEER SUPPORT SERVICES
FOR ABUSED WOMEN**

STATEMENT OF CHANGES IN NET ASSETS

(Audited)

For the Year Ended December 31, 2014

| | Invested in Property and Equipment | Internally Restricted | Unrestricted | 2014 Totals | 2013 Totals |
|---|---|----------------------------------|---------------------|------------------------|------------------------|
| Balances, beginning of the year | \$ 8,405 | 90,000 | 12,340 | 110,745 | 101,795 |
| Purchase of property and equipment | 9,198 | - | (9,198) | - | - |
| Amortization of property and equipment | (5,092) | - | 5,092 | - | - |
| Amortization of deferred capital contributions | 1,500 | - | (1,500) | - | - |
| Increase (decrease) | - | - | (17,688) | (17,688) | 8,950 |
| Balances, end of the year | \$ 14,011 | 90,000 | (10,954) | 93,057 | 110,745 |

**THE CALGARY ASSOCIATION FOR PEER SUPPORT SERVICES
FOR ABUSED WOMEN
STATEMENT OF OPERATIONS**

(Audited)

For the Year Ended December 31, 2014

| | CDVC | FCSS | Other Programs | 2014 Totals | 2013 Totals |
|--|----------------|---------------|-------------------|-----------------|----------------|
| REVENUE | | | | | |
| Grants (Note 6) | \$ 60,241 | 85,998 | 129,000 | 275,239 | 167,783 |
| United Way (Note 6) | 152,715 | - | 158,515 | 311,230 | 331,978 |
| Donations | 24,617 | - | 11,751 | 36,368 | 7,648 |
| Fundraising | - | - | 28,056 | 28,056 | 22,132 |
| Fiscal agent fees | - | - | 27,812 | 27,812 | 22,500 |
| Casino contributions | - | - | 17,786 | 17,786 | 42,000 |
| Interest | 218 | - | 3,352 | 3,570 | 478 |
| Programs | 774 | - | 1,851 | 2,625 | - |
| Amortized contributions (Note 10) | - | - | 1,500 | 1,500 | 1,500 |
| Room rentals | - | - | 1,100 | 1,100 | - |
| Memberships | - | - | 375 | 375 | 35 |
| Miscellaneous | - | - | 35 | 35 | - |
| | 238,565 | 85,998 | 381,133 | 705,696 | 596,054 |
| EXPENSES | | | | | |
| Salaries and benefits | 143,716 | 64,361 | 273,936 | 482,013 | 392,601 |
| Rent and maintenance | 22,406 | 14,760 | 43,206 | 80,372 | 73,651 |
| Office | 12,471 | 4,109 | 52,396 | 68,976 | 36,153 |
| Program | 39,389 | 1,000 | 17 | 40,406 | 41,667 |
| Meetings | 12,410 | - | 996 | 13,406 | 2,848 |
| Advertising and promotion | 5,558 | - | 5,454 | 11,012 | 14,497 |
| Professional development | 615 | - | 6,938 | 7,553 | 5,952 |
| Fundraising | - | - | 7,249 | 7,249 | 9,990 |
| Amortization | 513 | - | 4,579 | 5,092 | 4,038 |
| Insurance | 1,013 | 1,768 | 1,923 | 4,704 | 3,748 |
| Bank charges | 474 | - | 2,127 | 2,601 | 1,959 |
| | 238,565 | 85,998 | 398,821 | 723,384 | 587,104 |
| Excess of Revenue over Expenses | \$ - | - | (17,688) | (17,688) | 8,950 |

See Notes to the Financial Statements

**THE CALGARY ASSOCIATION FOR PEER SUPPORT SERVICES
FOR ABUSED WOMEN
STATEMENT OF CASH FLOWS
(Audited)**

For the Year Ended December 31, 2014

| | 2014 | 2013 |
|--|------------------|-------------------|
| Cash generated from (used in): | | |
| OPERATING ACTIVITIES | | |
| Excess of revenue (deficit) | \$ (17,688) | \$ 8,950 |
| Amortization | 5,092 | 4,038 |
| Amortization of deferred capital contributions | (1,500) | (1,500) |
| Changes in non-cash operating working capital: | | |
| Accounts receivable | (4,064) | (5,789) |
| Prepaid expense | (1,724) | (4,055) |
| Accounts payable and accrued liabilities | 13,950 | 6,460 |
| | (5,934) | 8,104 |
| INVESTING ACTIVITIES | | |
| Investments | (480,097) | (102) |
| Office equipment | (2,299) | - |
| Computer equipment | (6,899) | (16,327) |
| | (489,295) | (16,429) |
| FINANCING ACTIVITIES | | |
| Deferred capital contributions | - | 7,500 |
| Deferred cash contributions | 260,647 | (8,105) |
| | 260,647 | (605) |
| INCREASE (DECREASE) IN CASH | (234,582) | (8,930) |
| Cash, beginning of the year | 304,249 | 313,179 |
| CASH, END OF THE YEAR | \$ 69,667 | \$ 304,249 |
| Cash comprised of: | | |
| Unrestricted cash | \$ 28,955 | \$ 33,324 |
| Internally restricted cash (Note 12) | 35,247 | 90,000 |
| Externally restricted cash (Note 4) | 5,465 | 180,925 |
| | \$ 69,667 | \$ 304,249 |

See Notes to the Financial Statements

THE CALGARY ASSOCIATION FOR PEER SUPPORT SERVICES FOR ABUSED WOMEN

NOTES TO THE FINANCIAL STATEMENTS

(Audited)

December 31, 2014

1. PURPOSE OF THE ORGANIZATION

The Calgary Association for Peer Support Services for Abused Women ("PSSAW") was incorporated under the Societies Act of the Province of Alberta in 1986 and is a registered charity under the Income Tax Act of Canada and is therefore not taxable under section 149 (l).

PSSAW is creating individual and systemic change to promote healthy, respectful and peaceful relationships.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements have been prepared in accordance with Canadian generally accepted accounting standards for not for profit organizations 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:

Revenue Recognition

PSSAW 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 revenues relates to a future period, it is deferred and recognized in the subsequent period.

Externally restricted contributions are recognized as revenue in the year in which the related expenses incurred. Unrestricted contributions are recognized as revenue when received or reasonable assurance is given, that they are receivable. Amounts pledged as future donations are not recognized in the accounts.

Externally restricted contributions for the purchase of property and equipment are recorded as deferred capital contributions and amortized to income the same way the related capital asset is amortized and expensed.

Property and Equipment

Property and equipment over \$500 are recorded at cost. Donated property and equipment are recorded at fair market value.

Contributed Services

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

Goods and Services Tax

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

**THE CALGARY ASSOCIATION FOR PEER SUPPORT SERVICES
FOR ABUSED WOMEN**

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(Audited)

December 31, 2014

Basis of Accounting

Management has concluded that the going concern basis of accounting is appropriate for PSSAW.

Financial Instruments

Measurement of Financial Instruments:

PSSAW initially measures its financial assets and financial liabilities at fair value and subsequently measures all its financial assets and financial liabilities at cost or amortized cost. Changes in fair value of these financial instruments are recognized in net income. Financial instruments measured at amortized cost include cash, accounts receivable and accounts payable.

Risk:

It is management's opinion that PSSAW is not exposed to significant interest, currency, price, market or credit risks arising from these financial instruments.

Use of Estimates:

The preparation of financial statements in accordance 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, the disclosure of contingent assets and liabilities at the statement of financial position date and the reported amounts of revenues and expenses for the periods covered. The main estimates relate to the collectability of receivables, the useful life of property and equipment and the amounts recorded as accrued liabilities.

Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, balances with banks and short term deposits with original maturities of three months or less.

3. PROPERTY AND EQUIPMENT

| | Cost | Accumulated Amortization | Net 2014 | Net 2013 |
|-----------------------------------|------------------|-------------------------------------|---------------------|---------------------|
| Computer and Technology Equipment | \$ 26,086 | (10,599) | 15,487 | 13,405 |
| Office Equipment | 4,299 | (1,275) | 3,024 | 1,000 |
| | <u>\$ 30,385</u> | <u>(11,874)</u> | <u>18,511</u> | <u>14,405</u> |

**THE CALGARY ASSOCIATION FOR PEER SUPPORT SERVICES
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(Audited)**

December 31, 2014

4. EXTERNALLY RESTRICTED ASSETS/DEFERRED CASH CONTRIBUTIONS

Casino cash and unspent grant funding have been recorded as externally restricted assets and deferred cash contributions, as they stay a liability until spent.

| | <u>2014</u> | <u>2013</u> |
|---|-------------------|-------------------|
| Casino | \$ 70,251 | \$ 17,929 |
| United Way of Calgary and Area - CDVC | 65,435 | 57,650 |
| United Way of Calgary and Area - PSG | 27,840 | 5,000 |
| Government of Alberta - Human Services | 135,000 | 30,000 |
| Human Rights, Multiculturalism and Education Fund | 35,000 | 25,000 |
| CDVC Donations and Other Grants | 31,040 | 23,845 |
| City of Calgary - FCSS | 21,500 | 21,500 |
| City of Calgary - FCSS - Capacity Building Grant (Note 6) | 5,000 | - |
| Government of Alberta - Flood Recovery - Crisis Intervention and Outreach | 50,000 | - |
| Total cash | <u>441,066</u> | <u>180,924</u> |
| Plus: Accrued interest | 505 | - |
| | <u>\$ 441,571</u> | <u>\$ 180,924</u> |

5. COMMITMENTS

The Association occupies leased premises at 501-18th Ave. S.W., Calgary, Alberta. The estimated minimum annual payments are as follows:

| | | | |
|------|----|---------------|----------------------|
| 2015 | \$ | 65,470 | Rent and Common Area |
| 2015 | \$ | 2,149 | Parking and Storage |

**THE CALGARY ASSOCIATION FOR PEER SUPPORT SERVICES
FOR ABUSED WOMEN**

NOTES TO THE FINANCIAL STATEMENTS

(Audited)

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6. GRANTS

| | <u>2014</u> | <u>2013</u> |
|--|-------------------|-------------------|
| City of Calgary - FCSS | \$ 90,998 | \$ 96,034 |
| Less: Deferred to next year (Note 4) | <u>5,000</u> | <u>-</u> |
| Amount spent | 85,998 | - |
| The Calgary Foundation | 65,000 | 5,750 |
| Community Spirit | - | 7,545 |
| Calgary Action Committee on Housing and Homelessness (CHF) | 63,781 | 4,150 |
| Government of Alberta - Human Services | 135,000 | 30,000 |
| Government of Alberta - Flood Recovery - Crisis Intervention and Outreach | 50,000 | 25,000 |
| Human Rights, Multiculturalism and Education Fund | 35,000 | - |
| Deferred from prior year | 55,000 | 15,804 |
| Other | <u>36,500</u> | <u>38,500</u> |
| | <u>526,279</u> | <u>222,783</u> |
| Less: other than FCSS deferred grants | <u>251,040</u> | <u>55,000</u> |
| Contributed to Operations | <u>\$ 275,239</u> | <u>\$ 167,783</u> |

United Way contributed the following funds:

| | <u>2014</u> | <u>2013</u> |
|--|-------------------|-------------------|
| Funding received | \$ 341,855 | \$ 337,433 |
| Carried forward from prior year | 62,650 | 64,695 |
| Less: Contributed to the purchase of Property & Equipment (Note 10) | - | 7,500 |
| Less: Deferred to next year (Note 4) | <u>93,275</u> | <u>62,650</u> |
| Contributed to Operations | <u>\$ 311,230</u> | <u>\$ 331,978</u> |

7. INVESTMENT

| | | |
|-----------------------------------|-------------------|--------------------------|
| RBC Royal Bank GIC - unrestricted | \$ 10,354 | maturing 18/5/2015 1.15% |
| RBC Royal Bank GIC - Casino | \$ 70,000 | maturing 18/5/2015 1.15% |
| RBC Royal Bank GIC | \$ 410,000 | maturing 18/5/2015 1.15% |
| Total GICs | <u>\$ 490,354</u> | |
| | | |
| Total restricted GICs | <u>\$ 435,601</u> | |
| Total internally restricted GIC | <u>\$ 54,753</u> | |

8. PREPAID EXPENSE

Prepaid expenses consist of prepaid memberships, insurance and other accruals, which will be recognized as expenses in 2015.

**THE CALGARY ASSOCIATION FOR PEER SUPPORT SERVICES
FOR ABUSED WOMEN**

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9. DEFERRED CAPITAL CONTRIBUTIONS

Externally restricted cash for the purchase of property and equipment are recorded as deferred capital contributions and amortized to income in the same way the related capital asset is amortized and expensed.

| | <u>2014</u> | <u>2013</u> |
|--|------------------------|------------------------|
| Carried forward | <u>\$ 6,000</u> | <u>\$ -</u> |
| Contribution to the purchase of property and Equipment | - | 7,500 |
| Less: Amortization | <u>1,500</u> | <u>1,500</u> |
| Carried to next year | <u><u>\$ 4,500</u></u> | <u><u>\$ 6,000</u></u> |

10. CONTINGENCY

During the 2013 fiscal year, a statement of claim was filed against the Association by a previous employee. At this time, the Association is unable to estimate the amount or outcome. The Association intends to defend against any and all claims under this statement of claim.

11. INTERNALLY RESTRICTED FUNDS

At the February 2014 meeting, the Board internally restricted \$90,000 of the December 2013 unrestricted funds as a three-months operating reserve. This consists of \$35,247 in cash and cash equivalents (2013 \$90,000) and \$54,753 in investments (2013 \$zero).