Newcomer Women's Services Toronto Financial Statements

March 31, 2013



To the Members of Newcomer Women's Services Toronto:

We have audited the accompanying financial statements of Newcomer Women's Services Toronto (the "Charity"), which comprise the statement of financial position as at March 31, 2013, March 31, 2012 and April 1, 2011 and the statements of operations, changes in net assets and cash flows for the years ended March 31, 2013 and March 31, 2012, 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.

Auditors' 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 auditors' 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 auditors consider 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 in our audit 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 Newcomer Women's Services Toronto as at March 31, 2013, March 31, 2012 and April 1, 2011 and the results of its operations and its cash flows for the years ended March 31, 2013 and March 31, 2012 in accordance with Canadian accounting standards for not-for-profit organizations.

Markham, Ontario

September 20, 2013

Chartered Professional Accountants

Licensed Public Accountants





# Newcomer Women's Services Toronto Statement of Financial Position

As at March 31, 2013

	2013	2012	April 1 2011
Assets			
Current			
Cash	69,960	30,546	75,473
Grants receivable	117,043	140,221	93,017
Sales taxes recoverable	29,407	28,871	30,673
Prepaid expenses	39,208	21,723	22,815
	255,618	221,361	221,978
Capital assets (Note 6)	16,864	18,920	43,894
	272,482	240,281	265,872
Liabilities			
Current			
Accounts payable and accrued liabilities	37,292	55,092	42,350
Deferred revenue (Note 7)	120,934	109,333	136,029
	158,226	164,425	178,379
Deferred capital contributions (Note 8)	16,864	18,920	43,723
	175,090	183,345	222,102
Commitments (Note 11)			
Net Assets			
Unrestricted Net Assets	83,568	43,112	29,969
Invested in Capital Assets			171
Internally Restricted Net Assets (Note 4)	13,824	13,824	13,630
	97,392	56,936	43,770
	272,482	240,281	265,872

Approved on behalf of the Board

Director

Director

# **Newcomer Women's Services Toronto** Statement of Operations For the year ended March 31, 2013

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	2013	2012
Grants (Note 9)	1,522,826	1,536,219
Donations	13,435	6,260
Sundry	3,779	4,48
Fundraising	2,155	1,605
Amortization of deferred capital contributions	10,983	26,599
	1,553,178	1,575,164
Expenses Salaries and benefits	1,056,538	1,101,392
Building occupancy	197,941	193,236
Program costs	145,403	114,686
Office and general	46,367	62,209
Purchased services	32,989	33,804
Outreach and education	22,421	29,864
Interest	80	37
Amortization	10,983	26,770
	1,512,722	1,561,998
xcess of revenue over expenses	40,456	13,166

# **Newcomer Women's Services Toronto** Statement of Changes in Net Assets For the year ended March 31, 2013

	Unrestricted Net Assets	Invested in Capital Assets	Internally Restricted Net Assets	2013	2012
Net assets, beginning of year	43,112	-	13,824	56,936	43,770
Excess of revenue over expenses	40,456	-	-	40,456	13,166
Amortization	10,983	(10,983)	-		_
Deferred capital contributions received	8,927	(8,927)			_
Amortization of deferred capital contributions received	(10,983)	10,983	-		-
Purchase of capital assets	(8,927)	8,927			<u> </u>
Net assets, end of year	83,568	-	13,824	97,392	56,936

# Newcomer Women's Services Toronto Statement of Cash Flows

For the year ended March 31, 2013

	2013	2012
Cash provided by (used for) the following activities Operating		
Excess of revenue over expenses Amortization of capital assets	40,456 10,983	13,166 26,770
Amortization of deferred capital contributions	(10,983)	(26,599)
	40,456	13,337
Changes in working capital accounts Sales taxes recoverable Grants receivable Prepaid expenses Accounts payable and accrued liabilities Deferred revenue	(536) 23,178 (17,485) (17,800) 11,601	1,802 (47,204) 1,092 12,742 (26,696)
	39,414	(44,927)
Financing Deferred capital contributions received	8,927	1,796
Investing Purchase of capital assets	(8,927)	(1,796)
Increase (decrease) in cash Cash resources, beginning of year	39,414 30,546	(44,927) 75,473
Cash, end of year	69,960	30,546

For the year ended March 31, 2013

#### 1. Purpose of the Charity

Newcomer Women's Services Toronto (the "Charity") exists to promote the social, economic and cultural integration and well-being of women of ethno-cultural communities and their families into Canadian society.

The Charity, which was established without share capital, is a registered charity under the Income Tax Act (Canada) and as such, is exempt from income taxes and is able to issue tax deductible receipts for donations received.

#### 2. Impact of adopting accounting standards for not-for-profit organizations

These are the Charity's first financial statements prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO). The accounting policies in Note 3 have been applied in preparing the financial statements for the year ended March 31, 2013, the comparative information for the year ended March 31, 2012, and the opening ASNPO balance sheet as at April 1, 2011 (the Charity's date of transition to ASNPO).

In preparing these financial statements, the Charity has not elected to apply any transitional provisions permitted by CICA 1501 First-time adoption by not-for-profit organizations at the date of transition to ASNPO.

The transition to ASNPO has not affected the statement of financial position, statement of operations or statement of cash flows previously reported under Canadian generally accepted accounting principles (GAAP).

#### 3. Significant accounting policies

The financial statements have been prepared in accordance with Canadian generally accepted accounting principles as issued by the Accounting Standards Board in Canada and include the following significant accounting policies:

#### Fund accounting

The unrestricted net assets fund contains the ongoing operations and transactions of the Charity.

The internally restricted net assets fund is described in Note 4.

#### Revenue recognition

The Charity follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Contributions related to capital assets are deferred and amortized into revenue at a rate corresponding with the amortization rate for the related capital assets.

Deferred revenue represents revenue received which is recognized over the funding period.

#### Use of estimates

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 disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in excess of revenues and expenses in the periods in which they become known.

## Capital assets

Capital assets are stated at cost less accumulated amortization. Capital assets are amortized over their estimated useful lives at the following rates and methods:

	Wethod	Rate
Computer equipment	straight-line	3 years
Computer software	straight-line	3 years
Office equipment	straight-line	5 years
Leasehold improvements	straight-line	5 years

For the year ended March 31, 2013

## 3. Significant accounting policies (Continued from previous page)

#### Financial instruments

The Charity recognizes its financial instruments when the Charity becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value.

At initial recognition, the Charity may irrevocably elect to subsequently measure any financial instrument at fair value. The Charity has not made such an election during the year.

The Charity's financial instruments include cash, grants receivable and accounts payable and accrued liabilities. Cash is subsequently measured at fair value, while the other financial instruments are subsequently measured at amortized cost.

The carrying value of the financial instruments approximates their fair value due to the relatively short periods to maturity of these items.

#### 4. Internally restricted net assets

The Board of Directors approved a policy to create a reserve fund in 2011. The Charity intends to maintain this fund balance at a level that can support one month's worth of operations as part of its risk management strategy. Any unrestricted funds or donations received but not used have been transferred into this internally restricted net assets fund as required, with all transfers approved by a Board resolution.

#### 5. Line of Credit

The Charity has available a line of credit of \$200,000 (2012 - \$200,000). At March 31, 2013, the amount used from the line of credit was \$ nil (2012 - \$ nil.)

#### 6. Capital assets

	62,907	46,043	16,864	18,920
Leasehold improvements	21,818	21,436	382	2,943
Office equipment	25,008	15,362	9,646	8,668
Computer software	6,328	3,374	2,954	2,414
Computer equipment	9,753	5,871	3,882	4,895
	Cost	Accumulated amortization	2013 Net book value	2012 Net book value

#### 7. Deferred revenue

Deferred revenue represents the balance at year-end of unearned revenues stemming from government grants. Revenue is recognized in the period that the expenditures are incurred or services are rendered in line with the purposes for which the grants were received. Changes in the deferred contribution balance are as follows:

Balance, end of year	120,934	109,333
Less: Amount recognized as revenue during the year	(962,428)	(872,053)
Amount received during the year	974,029	845,357
Balance, beginning of year	109,333	136,029
	2013	2012

For the year ended March 31, 2013

1,522,826

1,536,219

### 8. Deferred contributions related to capital assets

Pursuant to various funding agreements, a portion of the grant money received relates to capital assets purchased. This portion of the grant has been deferred and is being amortized over the same term as the amortization of the related capital assets. The balance in deferred capital contributions at March 31, 2012 is summarized as follows:

	2013	2012
Balance, beginning of year Amount received during the year Less: Amounts recognized as revenue during the year	18,920 8,927 (10,983)	43,723 1,796 (26,599)
	16,864	18,920
Grants		
	2013	2012
Ministry of Training, Colleges and Universities	701,880	681,691
Citizenship & Immigration Canada	550,511	595,445
Ministry of Citizenship and Immigration	103,031	102,823
City of Toronto - Investing in Neighbourhoods	23,256	51,325
City of Toronto	46,499	42,483
Ministry of Citizenship and Immigration - Youth Opportunities Program	7,586	21,785
Province of Ontario - Pay Equity	13,941	13,941
Toronto Central Local Health Integration Network	9,114	10,495
Service Canada	25,745	8,217
Ontario Arts Council	4,614	6,997
CHUM Foundation	405	1,017
The Atkinson Foundation	36,244	-

#### 10. Donated property and services

During the year, voluntary services used in the normal course of the Charity's operations were provided, but not recorded in the financial statements. Because of the difficulty in determining the fair value of contributed services, the value of contributed services is not recognized in the financial statements.

Volunteer hours representing fundraising, special events, administrative and other activities for the year were approximately 1,158 hours (2012 - 1,293 hours).

## 11. Commitments

9.

The Charity has entered into various lease agreements with estimated minimum annual payments as follows:

	407.411
2016	42,888
2015	179,590
2014	184,933

For the year ended March 31, 2013

## 12. Financial instruments - risk management

It is management's opinion that the Charity is not exposed to significant interest, currency or credit risks arising from its financial instruments.

#### 13. Economic dependence

The Charity primary source of revenue is government grants. The grant funding can be cancelled if the Charity does not observe certain established guidelines. The Charity's ability to continue viable operations is dependent upon maintaining its compliance with government guidelines. As at the date of these financial statements the Charity believes that it is in compliance with the guidelines.