

**COMMUNITY LIVING BRANT**  
**SUMMARIZED FINANCIAL STATEMENTS**  
**For the year ended March 31, 2016**

# COMMUNITY LIVING BRANT

For the year ended March 31, 2016

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## **REPORT OF THE INDEPENDENT AUDITOR ON THE SUMMARY FINANCIAL STATEMENTS**

To the Board of Directors of  
**Community Living Brant**

The accompanying summarized financial statements, which comprise the summarized statement of financial position as at March 31, 2016, the summarized combined statements of revenue and expenditures, changes in net assets and cash flows for the year then ended and related notes, are derived from the audited financial statements of Community Living Brant for the year then ended March 31, 2016. We expressed a qualified audit opinion on those financial statements in our report dated May 30, 2016 (see below).

The summarized financial statements do not contain all the disclosures required by the Ministry of Community and Social Services and the Ministry of Children and Youth Services and the Ministry of Education. Reading the summarized financial statements, therefore, is not a substitute for reading the audited financial statements of Community Living Brant.

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

Management is responsible for the preparation of a summary of the audited financial statements in accordance with accounting policies specified by the Ministry of Community and Social Services and the Ministry of Children and Youth Services and the Ministry of Education reporting frameworks.

### **Auditors' Responsibility**

Our responsibility is to express an opinion on the summary financial statements based on our procedures, which were conducted in accordance with Canadian Auditing Standards (CAS) 810, "Engagements to Report on Summary Financial Statements."

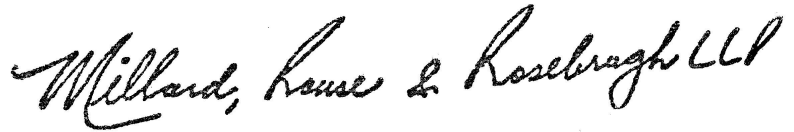
### **Opinion**

In our opinion, the summary financial statements derived from the audited financial statements of Community Living Brant for the year ended March 31, 2016 are a fair summary of those financial statements, in accordance with the Ministry of Community and Social Services and the Ministry of Children and Youth Services and the Ministry of Education.

In common with many non-profit organizations, Community Living Brant derives revenue from fundraising activities, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, we expressed a qualified opinion as verification of these revenues was limited to the amounts recorded in the records of Community Living Brant. Our opinion on the financial statements for the year ended March 31, 2015 was also modified accordingly because of the possible effects of this limitation in scope.

**Basis of Accounting and Restriction of Use**

Without modifying our opinion, we draw attention to Note 2 to the financial statements, which describes the basis of accounting. The financial statements are prepared to assist Community Living Brant to comply with the reporting provisions of the Ministry of Community and Social Services and the Ministry of Children and Youth Services and the Ministry of Education referred to above. As a result, the financial statements may not be suitable for another purpose. Our report is intended solely for the Directors of Community Living Brant and the Ministry of Community and Social Services and the Ministry of Children and Youth Services and the Ministry of Education, and should not be used by parties other than the Directors of Community Living Brant or the Ministry of Community and Social Services and the Ministry of Children and Youth Services and the Ministry of Education.



May 30, 2016  
Brantford, Ontario

CHARTERED PROFESSIONAL ACCOUNTANTS  
Licensed Public Accountants

# COMMUNITY LIVING BRANT

## SUMMARIZED STATEMENT OF FINANCIAL POSITION

As at March 31	2016	2015
<b>ASSETS</b>		
<b>Current Assets</b>		
Cash and bank	544,794	721,356
Accounts receivable	193,607	280,465
Prepaid expenses	298	343
	738,699	1,002,164
<b>Long Term Investments at Market Value</b>	151,146	147,740
<b>Capital Assets (Note 4)</b>	541,622	567,430
	1,431,467	1,717,334
<b>LIABILITIES</b>		
<b>Current Liabilities</b>		
Accounts payable and accrued liabilities	741,503	1,064,156
	741,503	1,064,156
<b>Long Term Liability</b>	129,100	129,100
<b>Deferred Contributions Related to Capital Assets (Note 5)</b>	168,881	182,044
	1,039,484	1,375,300
<b>NET ASSETS</b>		
Net assets internally restricted for venture fund purposes (Note 6)	108,468	109,014
Unrestricted net assets	283,515	233,020
	391,983	342,034
	1,431,467	1,717,334

See accompanying notes

# COMMUNITY LIVING BRANT

## SUMMARIZED COMBINED STATEMENT OF REVENUE AND EXPENDITURES

<b>For the year ended March 31</b>	<b>2016</b>	<b>2015</b>
<b>Revenue</b>		
Client board, trial visits and parent fees	383,161	392,587
Fundraising and donations	49,792	99,537
Interest	17,361	28,405
Provincial and Federal Grants	13,791,450	13,438,246
Resource Centre memberships and miscellaneous	70,538	56,135
Sales	1,533	3,908
Workshop contracts	45,177	56,947
	14,359,012	14,075,765
<b>Expenditures - Page 5</b>	14,308,517	13,955,551
<b>Excess of Revenue over Expenditures</b>	50,495	120,214

# COMMUNITY LIVING BRANT

## SUMMARIZED COMBINED SCHEDULE OF EXPENDITURES

For the year ended March 31	2016	2015
Advertising	15,470	9,656
Amortization of capital assets and related contributions	12,645	12,645
Conferences	30,868	23,706
Cost of sales	1,272	3,132
Disabled persons wages	57,171	64,301
Expenditure recovery	(820,777)	(601,871)
Food	137,238	151,688
Fundraising	19,099	18,213
Insurance	92,183	92,413
Literacy program	8,897	7,500
Miscellaneous	14,280	1,250
Personal needs	23,722	26,590
Purchased services	1,056,773	1,255,602
Rent and other rentals	121,279	120,213
Repairs and maintenance	899,836	697,173
Replacement and start-up costs	5,457	10,333
Salaries and benefits	11,469,995	10,990,220
Staff travel and training	457,420	355,359
Subsidizable client expenses	113,158	120,880
Supplies	302,791	294,970
Utilities	138,741	158,939
Vehicles operation and transportation	150,999	142,639
	14,308,517	13,955,551

# COMMUNITY LIVING BRANT

## SUMMARIZED COMBINED STATEMENT OF CHANGES IN NET ASSETS

For the year ended March 31, 2016

	<b>Internally Restricted Asset</b>	<b>Unrestricted Assets</b>	<b>Total 2015</b>
<b>Balance - Beginning of Year</b>	109,014	233,020	342,034
Excess of Revenue over Expenditures	-	50,495	50,495
Restricted Funds	(546)	-	(546)
<b>Balance - End of Year</b>	<b>108,468</b>	<b>283,515</b>	<b>391,983</b>

## SUMMARIZED COMBINED STATEMENT OF CHANGES IN NET ASSETS

For the year ended March 31, 2015

	<b>Internally Restricted Assets</b>	<b>Unrestricted Net Assets</b>	<b>Total 2014</b>
<b>Balance - Beginning of Year</b>	35,399	112,806	148,205
Excess of Revenue over Expenditures	-	120,214	120,214
Restricted Funds	73,615	-	73,615
<b>Balance - End of Year</b>	<b>109,014</b>	<b>233,020</b>	<b>342,034</b>



# COMMUNITY LIVING BRANT

## SUMMARIZED COMBINED SCHEDULE OF REVENUE AND EXPENDITURES - MINISTRY OF COMMUNITY AND SOCIAL SERVICES PROGRAMS

For the year ended March 31	2016	2015
<b>Revenue</b>		
Client board, trial visits and parent fees	383,162	392,587
Miscellaneous	70,538	56,135
Provincial grants	13,649,027	13,320,814
Workshop contracts	45,177	56,947
	14,147,904	13,826,483
<b>Expenditures</b>		
Advertising	10,552	8,727
Centrally allocated administration	906,747	907,651
Conferences	30,868	23,706
Disabled persons wages	56,869	64,002
Expenditure recovery	(739,028)	(402,489)
Food	137,238	151,688
Fundraising	2,923	2,238
Personal needs	23,722	26,590
Purchased services	941,671	1,115,036
Rent and other rentals	126,631	126,841
Repairs and maintenance	878,148	577,678
Replacement and start-up costs	5,457	10,333
Salaries and benefits	10,750,866	10,312,351
Staff travel and training	393,424	308,668
Subsidizable client expenses	113,158	120,880
Supplies	228,219	181,737
Utilities	129,440	148,207
Vehicles operation and transportation	150,999	142,639
	14,147,904	13,826,483
<b>Excess of Revenue over Expenditures</b>	-	-

# COMMUNITY LIVING BRANT

## SUMMARIZED COMBINED SCHEDULE OF REVENUE AND EXPENDITURES - OTHER PROGRAMS

For the year ended March 31	2016	2015
<b>Revenue</b>		
Fundraising and donations	49,792	99,537
Interest	17,361	28,405
Provincial grants	142,423	117,432
Sales	1,533	3,908
	211,109	249,282
<b>Expenditures</b>		
Advertising	3,545	249
Amortization of capital assets	12,645	12,645
Cost of sales	1,272	3,132
Disabled persons wages	302	299
Fundraising	16,176	15,975
Recoveries	(12,856)	(54,941)
Literacy program	8,897	7,500
Miscellaneous	14,280	1,250
Purchased services	3,321	8,775
Recoveries	-	-
Repairs and maintenance	2,000	77,000
Salaries and benefits	94,312	53,230
Staff travel and training	7,536	3,016
Supplies	9,184	938
	160,614	129,068
<b>Excess of Revenue over Expenditures</b>	<b>50,495</b>	<b>120,214</b>

See accompanying notes

# COMMUNITY LIVING BRANT

## SUMMARIZED COMBINED STATEMENT OF CASH FLOWS

<b>For the year ended March 31</b>	<b>2016</b>	<b>2015</b>
<b>Cash Flows From Operating Activities</b>		
Excess (Deficiency) of Revenue over Expenditures	50,495	120,214
Excess (Deficiency) of Revenue over Expenditures - Restricted Assets	(546)	73,615
Charges (credits) to income not involving cash		
Amortization	25,808	25,808
	<b>75,757</b>	<b>219,637</b>
Net change in non-cash working capital balances related to operations	(235,750)	648,827
	<b>(159,993)</b>	<b>868,464</b>
<b>Cash Flows From Financing Activities</b>		
Amortization of deferred contributions related to capital assets	(13,163)	(13,163)
<b>Cash Flows From Investing Activities</b>		
(Increase) Decrease in long term investments	(3,406)	(17,858)
<b>Net (Decrease) Increase in Cash and Bank</b>	<b>(176,562)</b>	<b>837,443</b>
<b>Opening Cash and Bank</b>	<b>721,356</b>	<b>(116,087)</b>
<b>Closing Cash and Bank</b>	<b>544,794</b>	<b>721,356</b>

# COMMUNITY LIVING BRANT

## SUMMARIZED NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2016

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### 1. PURPOSE OF THE ORGANIZATION

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Community Living Brant assists and supports developmentally challenged individuals to integrate into the community. The Organization was incorporated without share capital by letters patent, under the Corporations Act (Ontario) and is a registered charity under the Income Tax Act.

### 2. BASIS OF ACCOUNTING

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These financial statements have been prepared in accordance with the significant accounting policies set out below to comply with reporting requirements of the Ministry of Community and Social Services and the Ministry of Children and Youth Services and the Ministry of Education. The basis of accounting used in these financial statements materially differs from Canadian accounting standards for not-for-profit organizations because:

- (a) Certain capital asset purchases that are completely funded by the Ministry of Community and Social Services and the Ministry of Children and Youth Services and the Ministry of Education are included in expenditures for the year. In the year, the Organization expensed \$37,339 (2015 - \$23,070) of computer equipment purchases and \$85,073 (2015 - \$60,954) of vehicle purchases.
- (b) Long term investments consist of fixed income securities with maturities between May 2019 and May 2027. They are disclosed at market value. Unrealized gains and losses are recorded in the statement of revenue and expenses.

### 3. SIGNIFICANT ACCOUNTING POLICIES

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#### (a) Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of financial statements and the reported amounts of revenue and expenses during the year. Actual results could differ from those estimates.

#### (b) Revenue Recognition

The Organization follows the deferral method of accounting for contributions.

Revenues are recognized as they are earned when related expenditures are incurred in the current period. For expenditures of a future period, revenue is deferred and recognized in the same period as the expenses are recognized.

Contributions restricted for the purchase of capital assets are deferred and amortized to revenue on a straight-line basis, at a rate corresponding with the amortization rate for the related capital assets.

#### (c) Capital Assets

Land is recorded at cost less capital contributions received. Amortization is provided on a straight line basis at the following annual rates:

Building	5% straight line
Vehicles	20% straight line

# COMMUNITY LIVING BRANT

## SUMMARIZED NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2016

### 3. SIGNIFICANT ACCOUNTING POLICIES (continued)

#### (d) Allocation of Expenses

Community Living Brant engages in providing assistance and support to developmentally challenged individuals to integrate into the community. The cost of each program includes personnel, premises and other expenses that are directly related to providing the programs.

Administration costs for the agency consist of salaries and benefits, purchased professional services, office expenses, advertising costs related to the recruiting of staff, financing and fundraising costs, insurance, fees paid to professional associations and costs related to the head office such as utilities.

Community Living Brant allocates its administration costs based on approved ministry percentages. The agency is also allowed to balance budgets across programs using administration costs. The Agency applies this basis consistently each year.

#### (e) Recognition and Measurement

The Organization's financial instruments consist of cash and investments, accounts receivable, accounts payable and accrued liabilities. The fair values of these financial instruments approximate their carrying values, unless otherwise stated. It is management's opinion that the organization is not exposed to significant interest rate risks arising from these financial instruments.

4. CAPITAL ASSETS	Cost	Accumulated Amortization	2016	2015
Land	362,550	-	362,550	362,550
Building	4,429,880	4,256,882	172,998	194,758
Vehicles	20,242	14,168	6,074	10,122
	4,812,672	4,271,050	541,622	567,430

### 5. DEFERRED CONTRIBUTIONS RELATED TO CAPITAL ASSETS

Deferred contributions related to capital assets represent restricted contributions with which capital assets were originally purchased. The changes in the deferred contributions balance for the period are as follows:

	2016	2015
Balance, beginning of year	182,044	195,207
Less: Amounts amortized to expense	(13,163)	(13,163)
Balance, end of year	168,881	182,044

# COMMUNITY LIVING BRANT

## SUMMARIZED NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2016

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### 6. INTERNALLY RESTRICTED NET ASSETS

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In previous years, the Board of Directors internally restricted funds to establish a venture capital fund to assist individuals supported by the organization. This internally restricted amount is not available for unrestricted purposes without the approval of the Board of Directors. In the prior year, the Board has also established a Fund for Capital Repairs and Maintenance of \$75,000.

### 7. FINANCIAL INSTRUMENTS

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The Organization has also identified the following financial risks:

#### **Credit Risk**

The Organization's exposure to credit risk relates to its accounts receivable. The risk of significant credit loss is considered remote.

#### **Interest Rate Risk**

The Organization's exposure to interest rate risk relates to its long term debt, long term investments and their employee future benefits.

#### **Liquidity Risk**

Liquidity risk is the risk of being unable to meet cash requirements or to fund obligations as they become due. Trade accounts payable and accrued liabilities are generally paid within 30 days.