

**COMMUNITY LIVING BRANT**  
**SUMMARIZED FINANCIAL STATEMENTS**  
**For the year ended March 31, 2020**

# COMMUNITY LIVING BRANT

For the year ended March 31, 2020

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

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

### Opinion

The summary financial statements, which comprise the summarized statement of financial position as at March 31, 2020 and 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 ended March 31, 2020.

In our opinion, the accompanying summary financial statements are a fair summary of the financial statements, on the basis described in Note 2 to the summary audited financial statements. However, we were not able to determine if any adjustments to the summary financial statements were necessary for the reasons described in *The Audited Financial Statements and our Report Thereon* section of this audit report.

### Summary Financial Statements

The summary financial statements do not contain all the disclosures required by the Ministry of Community and Social Services, the Ministry of Children and Youth Services and the Corporation of the City of Brantford. Reading the summary financial statements and the auditor's report thereon, therefore, is not a substitute for reading the Entity's audited financial statements and the auditor's report thereon.

### The Audited Financial Statements and Our Report Thereon

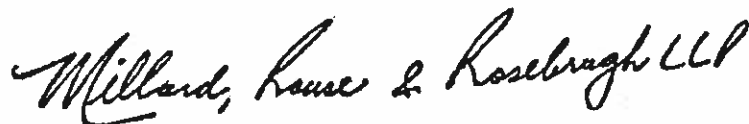
We expressed a qualified audit opinion on the audited financial statements in our report dated June 24, 2020. The basis for the qualified audit opinion is that the Entity derives revenue from fundraising and donations. In common with many not-for-profit organizations, verification of these revenues was limited to the amounts recorded in the records of the Entity. We also included an Emphasis of Matter paragraph referring to the accounting framework and an Other Matter paragraph to restrict use.

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

Management is responsible for the preparation of the summary financial statements on the basis described in Note 2.

### Auditor's Responsibility

Our responsibility is to express an opinion on whether the summary financial statements are a fair summary of the audited financial statements based on our procedures, which were conducted in accordance with Canadian Auditing Standard (CAS) 810, *Engagements to Report on Summary Financial Statements*.



June 24, 2020  
Brantford, Ontario

CHARTERED PROFESSIONAL ACCOUNTANTS  
Licensed Public Accountants

# COMMUNITY LIVING BRANT

## SUMMARIZED STATEMENT OF FINANCIAL POSITION

As at March 31	2020	2019
<b>ASSETS</b>		
<b>Current Assets</b>		
Cash and bank	670,867	835,932
Accounts receivable	587,381	408,591
Government receivables	75,932	61,039
Prepaid expenses	121,091	88,385
	1,455,271	1,393,947
<b>Long Term Investments at Market Value</b>	174,588	171,247
<b>Capital Assets (Note 4)</b>	451,216	470,268
	2,081,075	2,035,462
<b>LIABILITIES</b>		
<b>Current Liabilities</b>		
Accounts payable and accrued liabilities	992,484	989,929
Government payables	-	15,256
	992,484	1,005,185
<b>Long Term Liability (Note 5)</b>	129,100	129,100
<b>Deferred Contributions Related to Capital Assets (Note 6)</b>	69,532	80,368
	1,191,116	1,214,653
<b>NET ASSETS</b>		
Net assets internally restricted (Note 7)	276,568	256,130
Unrestricted net assets	613,391	564,679
	889,959	820,809
	2,081,075	2,035,462

# COMMUNITY LIVING BRANT

## SUMMARIZED COMBINED STATEMENT OF REVENUE AND EXPENDITURES

<b>For the year ended March 31</b>	<b>2020</b>	<b>2019</b>
<b>Revenue</b>		
Cafeteria sales	84,881	72,441
Client board, trial visits and parent fees	316,931	370,906
Fundraising and donations	55,335	45,030
Interest	30,739	35,240
Provincial and Federal Grants	15,171,975	15,169,450
Resource Centre memberships and miscellaneous	18,187	72,914
	15,678,048	15,765,981
<b>Expenditures - Page 4</b>	15,629,336	15,689,005
<b>Excess of Revenue over Expenditures</b>	48,712	76,976

# COMMUNITY LIVING BRANT

## SUMMARIZED COMBINED SCHEDULE OF EXPENDITURES

For the year ended March 31	2020	2019
Advertising	5,129	11,254
Amortization of capital assets and related contributions	8,216	8,589
Conferences	28,273	54,224
Expenditure recovery	(584,342)	(456,313)
Food	165,274	146,433
Fundraising	12,555	11,149
Insurance	87,649	82,464
Literacy program	7,500	7,500
Personal needs	19,316	23,986
Purchased services	1,772,875	1,333,059
Rent and other rentals	147,217	132,472
Repairs and maintenance	617,611	584,468
Replacement and start-up costs	842	918
Salaries and benefits	12,155,440	12,680,287
Staff travel, training and communication	489,223	434,793
Subsidizable client expenses	76,297	94,615
Supplies	341,670	286,663
Utilities	120,643	138,979
Vehicles operation and transportation	157,948	113,465
	15,629,336	15,689,005

# COMMUNITY LIVING BRANT

## SUMMARIZED COMBINED STATEMENT OF CHANGES IN NET ASSETS

For the year ended March 31, 2020

	Internally Restricted Asset	Unrestricted Assets	Total 2020
<b>Balance - Beginning of Year</b>	256,130	564,679	820,809
Excess of Revenue over Expenditures	-	48,712	48,712
Excess of Revenue over Expenditures	20,438	-	20,438
<b>Balance - End of Year</b>	<b>276,568</b>	<b>613,391</b>	<b>889,959</b>

## SUMMARIZED COMBINED STATEMENT OF CHANGES IN NET ASSETS

For the year ended March 31, 2019

	Internally Restricted Assets	Unrestricted Net Assets	Total 2019
<b>Balance - Beginning of Year</b>	204,686	487,703	692,389
Excess of Revenue over Expenditures	-	76,976	76,976
Excess of Revenue over Expenditures	51,444	-	51,444
<b>Balance - End of Year</b>	<b>256,130</b>	<b>564,679</b>	<b>820,809</b>

# COMMUNITY LIVING BRANT

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

For the year ended March 31	2020	2019
<b>Revenue</b>		
Cafeteria sales	84,881	72,441
Client board, trial visits and parent fees	316,931	370,906
Miscellaneous	18,187	72,914
Provincial grants	13,889,548	14,154,509
	14,309,547	14,670,770
<b>Expenditures</b>		
Advertising	-	2,764
Centrally allocated administration	931,066	1,028,647
Conferences	28,273	54,224
Expenditure recovery	(386,609)	(298,266)
Food	165,274	146,433
Personal needs	19,316	23,986
Purchased services	519,659	332,014
Rent and other rentals	155,017	140,272
Repairs and maintenance	545,496	526,638
Replacement and start-up costs	842	918
Salaries and benefits	11,333,532	11,795,684
Staff travel, training and communication	439,662	366,312
Subsidizable client expenses	76,297	94,615
Supplies	212,476	212,048
Utilities	111,298	131,016
Vehicles operation and transportation	157,948	113,465
	14,309,547	14,670,770
<b>Excess of Revenue over Expenditures</b>	-	-



# COMMUNITY LIVING BRANT

## SUMMARIZED COMBINED SCHEDULE OF REVENUE AND EXPENDITURES OTHER PROGRAMS

<b>For the year ended March 31</b>	<b>2020</b>	<b>2019</b>
<b>Revenue</b>		
Fundraising and donations	55,335	45,030
Interest	30,739	35,240
Provincial grants	1,282,427	1,014,941
	<b>1,368,501</b>	<b>1,095,211</b>
<b>Expenditures</b>		
Advertising	5,129	5,958
Amortization of capital assets	8,216	8,589
Fundraising	12,555	11,149
Recoveries	(12,000)	(12,000)
Literacy program	7,500	7,500
Purchased services	1,114,746	844,735
Repairs and maintenance	-	25,000
Salaries and benefits	179,124	120,838
Staff travel and training	3,801	5,614
Supplies	718	852
	<b>1,319,789</b>	<b>1,018,235</b>
<b>Excess of Revenue over Expenditures</b>	<b>48,712</b>	<b>76,976</b>

# COMMUNITY LIVING BRANT

## SUMMARIZED COMBINED STATEMENT OF CASH FLOWS

<b>For the year ended March 31</b>	<b>2020</b>	<b>2019</b>
<b>Cash Flows From Operating Activities</b>		
Excess (Deficiency) of Revenue over Expenditures	48,712	76,976
Excess (Deficiency) of Revenue over Expenditures - Restricted Assets	20,438	51,444
Charges (credits) to income not involving cash Amortization	19,052	21,760
	88,202	150,180
Net change in non-cash working capital balances related to operations	(239,090)	(143,777)
	(150,888)	6,403
<b>Cash Flows From Financing Activities</b>		
Amortization of deferred contributions related to capital assets	(10,836)	(13,171)
<b>Cash Flows From Investing Activities</b>		
(Increase) Decrease in long term investments	(3,341)	(10,021)
<b>Net Increase (Decrease) in Cash and Bank</b>	<b>(165,065)</b>	<b>(16,789)</b>
<b>Opening Cash and Bank</b>	<b>835,932</b>	<b>852,721</b>
<b>Closing Cash and Bank</b>	<b>670,867</b>	<b>835,932</b>

# COMMUNITY LIVING BRANT

## SUMMARIZED NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2020

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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 summarized financial statements are derived from the complete annual audited financial statements of Community Living Brant for the year ended March 31, 2020, which were prepared in accordance with accounting policies specified by the Ministry of Community and Social Services and the Ministry of Children and Youth Services and the Corporation of the City of Brantford.

A copy of the complete audited financial statements is kept on file at Community Living Brant and can be provided upon request.

The set of criteria applied by management in preparing these financial statement is outlined in the paragraph below.

The figures presented in these summarized financial statements agree with or can be recalculated from the figures presented in the complete audited financial statements. Management believes that the summarized financial statements contain the necessary information and are at an appropriate level of aggregation so as not to be misleading to the users.

The accounting policies utilized differ from Canadian Accounting Standards for not for profit organizations as:

- (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 Corporation of the City of Brantford are included in expenditures for the year. In the year, the Organization expensed \$93,959 (2019 - \$71,893) of vehicle purchases.
- (b) Long term investments consist of fixed income securities with maturities between May 2020 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 in the year in which the related expense is incurred. 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 property, plant and equipment are deferred and amortized to revenue on a straight-line basis, at a rate corresponding with the amortization rate for the related capital assets.

Fees and other revenues are recognized when the services are provided.

# COMMUNITY LIVING BRANT

## SUMMARIZED NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2020

### 3. SIGNIFICANT ACCOUNTING POLICIES (continued)

#### (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

#### (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 - Financial Instruments

The Organization initially measures its financial assets and financial liabilities at fair value. It subsequently measures all its financial assets and financial liabilities at amortized cost, except for long term investments carried at market value.

The Organization's financial instruments consist of cash, accounts receivable, accounts payable, accrued liabilities and long term investments. 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.

#### (f) Investments

Investment income is recognized as revenue when earned. Realized and unrealized gains and losses are reported in the statement of operations.

4. CAPITAL ASSETS	Cost	Accumulated Amortization	2020	2019
Land	362,550	-	362,550	362,550
Building	4,429,880	4,361,456	68,424	107,718
Vehicles	20,242	-	20,242	-
	4,812,672	4,361,456	451,216	470,268

# COMMUNITY LIVING BRANT

## SUMMARIZED NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2020

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5. LONG TERM LIABILITY	2020	2019
Due to Brant County Foundation	129,100	129,100

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This balance represents land purchased for Amelia Street in Brantford, Ontario. The group home was funded partially by the Ministry and other funds were received from Brant County Foundations. If the home is ever sold or excess funds are available, the funds from the foundation must be paid back.

### 6. DEFERRED CONTRIBUTIONS RELATED TO CAPITAL ASSETS

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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:

	2020	2019
Balance, beginning of year	80,368	93,539
Less: Amounts amortized to expense	(10,836)	(13,171)
Balance, end of year	69,532	80,368

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### 7. 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 and a fund for capital repairs and maintenance. These internally restricted amounts are not available for unrestricted purposes without the approval of the Board of Directors.

### 8. ECONOMIC DEPENDENCE

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The Organization received 97% of its revenue for the year ended March 31, 2020 (2019 - 97%) from the Ministry of Community and Social Services, and the Ministry of Children and Youth Services.

# COMMUNITY LIVING BRANT

## SUMMARIZED NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2020

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### 9. 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 investments.

#### **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.

### 10. COVID-19 PANDEMIC

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Prior to and subsequent to year end, the Organization has been impacted by the effects of the world-wide coronavirus pandemic. The Organization is closely monitoring its operations, liquidity, and capital resources and is actively working to minimize the current and future impacts of this unprecedented situation.

The Organization was required to close their day supports and staff were redeployed to other supports within the agency. Some temporary contracts were terminated and there was a temporary layoff of part-time employees.

In addition, the Government of Ontario declared an emergency in response to the coronavirus pandemic and prohibited organized public events of over 50 people. As a result, the Organization decided to cancel its golf tournament that was scheduled for August 2020 due to the nature and uncertainty of the current situation.