

**COMMUNITY LIVING BRANT**  
**SUMMARIZED FINANCIAL STATEMENTS**  
**For the year ended March 31, 2018**

# COMMUNITY LIVING BRANT

For the year ended March 31, 2018

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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 summary financial statements, which comprise the summarized statement of financial position as at March 31, 2018, 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, 2018. We expressed a qualified audit opinion on those financial statements in our report dated June 5, 2018 (see below).

The summarized 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 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 on the basis described in the notes.

### **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**

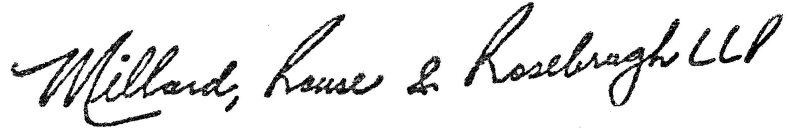
In our opinion, the summary financial statements derived from the audited financial statements of Community Living Brant for the year ended March 31, 2018 are a fair summary of those financial statements, on the basis described in the notes.

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, 2017 was also modified accordingly because of the possible effects of this limitation in scope.

Our qualified opinion states that, except for the effects of the described matter, the financial statements present fairly, in all material respects, the financial position of Community Living Brant as at March 31, 2018 and its results of operations for the year then ended in accordance with accounting policies specified by the Ministry of Community and Social Services, the Ministry of Children and Youth Services and the Ministry of Education.

**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, 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, the Ministry of Community and Social Services, 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, the Ministry of Children and Youth Services and the Ministry of Education.



June 5, 2018  
Brantford, Ontario

CHARTERED PROFESSIONAL ACCOUNTANTS  
Licensed Public Accountants

# COMMUNITY LIVING BRANT

## SUMMARIZED STATEMENT OF FINANCIAL POSITION

As at March 31	2018	2017
<b>ASSETS</b>		
<b>Current Assets</b>		
Cash and bank	852,721	359,513
Accounts receivable	344,072	264,850
Prepaid expenses	2,000	-
	1,198,793	624,363
<b>Long Term Investments at Market Value</b>	161,226	162,447
<b>Capital Assets (Note 4)</b>	492,028	515,814
	1,852,047	1,302,624
<b>LIABILITIES</b>		
<b>Current Liabilities</b>		
Accounts payable and accrued liabilities	937,019	552,782
<b>Long Term Liability (Note 5)</b>	129,100	129,100
<b>Deferred Contributions Related to Capital Assets (Note 6)</b>	142,539	155,710
	1,208,658	837,592
<b>NET ASSETS</b>		
Net assets internally restricted for venture fund purposes (Note 7)	155,686	105,246
Unrestricted net assets	487,703	359,786
	643,389	465,032
	1,852,047	1,302,624

See accompanying notes

# COMMUNITY LIVING BRANT

## SUMMARIZED COMBINED STATEMENT OF REVENUE AND EXPENDITURES

<b>For the year ended March 31</b>	<b>2018</b>	<b>2017</b>
<b>Revenue</b>		
Cafeteria sales	57,110	52,206
Client board, trial visits and parent fees	350,168	360,698
Fundraising and donations	44,849	55,939
Interest	12,769	21,482
Provincial and Federal Grants	14,471,632	14,185,692
Resource Centre memberships and miscellaneous	75,099	79,927
Sales	-	538
Workshop contracts	-	9,506
	15,011,627	14,765,988
<b>Expenditures - Page 5</b>	14,883,710	14,689,717
<b>Excess of Revenue over Expenditures</b>	127,917	76,271

# COMMUNITY LIVING BRANT

## SUMMARIZED COMBINED SCHEDULE OF EXPENDITURES

<b>For the year ended March 31</b>	<b>2018</b>	<b>2017</b>
Advertising	8,767	11,123
Amortization of capital assets and related contributions	10,615	12,637
Conferences	32,928	41,789
Cost of sales	-	591
Disabled persons wages	-	19,287
Expenditure recovery	(438,355)	(537,798)
Food	148,572	156,305
Fundraising	12,326	13,630
Insurance	82,612	92,097
Literacy program	7,500	7,500
Miscellaneous	1,137	807
Personal needs	15,364	5,626
Purchased services	1,349,788	1,038,152
Rent and other rentals	114,514	134,013
Repairs and maintenance	450,232	651,637
Replacement and start-up costs	1,563	1,757
Salaries and benefits	11,952,381	11,980,149
Staff travel and training	486,037	421,797
Subsidizable client expenses	104,424	107,412
Supplies	335,870	269,086
Utilities	137,888	164,324
Vehicles operation and transportation	69,547	97,796
	<b>14,883,710</b>	<b>14,689,717</b>

## COMMUNITY LIVING BRANT

### SUMMARIZED COMBINED STATEMENT OF CHANGES IN NET ASSETS

For the year ended March 31, 2018

	<b>Internally Restricted Asset</b>	<b>Unrestricted Assets</b>	<b>Total 2018</b>
<b>Balance - Beginning of Year</b>	105,246	359,786	465,032
Excess of Revenue over Expenditures	-	127,917	127,917
Excess of Revenue over Expenditures	50,440	-	50,440
<b>Balance - End of Year</b>	<b>155,686</b>	<b>487,703</b>	<b>643,389</b>

### SUMMARIZED COMBINED STATEMENT OF CHANGES IN NET ASSETS

For the year ended March 31, 2017

	<b>Internally Restricted Assets</b>	<b>Unrestricted Net Assets</b>	<b>Total 2017</b>
<b>Balance - Beginning of Year</b>	108,468	283,515	391,983
Excess of Revenue over Expenditures	-	76,271	76,271
Excess of Expenditures over Revenue	(3,222)	-	(3,222)
<b>Balance - End of Year</b>	<b>105,246</b>	<b>359,786</b>	<b>465,032</b>



# COMMUNITY LIVING BRANT

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

For the year ended March 31	2018	2017
<b>Revenue</b>		
Cafeteria sales	57,110	52,206
Client board, trial visits and parent fees	350,168	360,698
Miscellaneous	75,099	79,927
Provincial grants	13,650,309	13,598,454
Workshop contracts	-	9,506
	14,132,686	14,100,791
<b>Expenditures</b>		
Advertising	4,983	4,944
Centrally allocated administration	995,625	960,309
Conferences	32,928	41,789
Disabled persons wages	-	19,254
Expenditure recovery	(347,522)	(457,659)
Food	148,572	156,305
Fundraising	-	43
Personal needs	15,364	5,626
Purchased services	606,533	523,263
Rent and other rentals	122,414	132,288
Repairs and maintenance	378,385	643,006
Replacement and start-up costs	1,563	1,757
Salaries and benefits	11,162,056	11,120,834
Staff travel and training	428,397	371,707
Subsidizable client expenses	104,424	107,412
Supplies	280,486	219,560
Utilities	128,931	152,557
Vehicles operation and transportation	69,547	97,796
	14,132,686	14,100,791
<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	2018	2017
<b>Revenue</b>		
Fundraising and donations	44,849	55,939
Interest	12,769	21,482
Provincial grants	821,323	587,238
Sales	-	538
	878,941	665,197
<b>Expenditures</b>		
Advertising	2,481	3,675
Amortization of capital assets	10,615	12,637
Cost of sales	-	591
Disabled persons wages	-	33
Fundraising	12,326	13,587
Recoveries	(12,000)	(12,000)
Literacy program	7,500	7,500
Miscellaneous	1,137	807
Purchased services	567,394	401,154
Repairs and maintenance	52,000	2,000
Salaries and benefits	104,186	150,960
Staff travel and training	3,868	5,684
Supplies	1,517	2,298
	751,024	588,926
<b>Excess of Revenue over Expenditures</b>	<b>127,917</b>	<b>76,271</b>

# COMMUNITY LIVING BRANT

## SUMMARIZED COMBINED STATEMENT OF CASH FLOWS

<b>For the year ended March 31</b>	<b>2018</b>	<b>2017</b>
<b>Cash Flows From Operating Activities</b>		
Excess (Deficiency) of Revenue over Expenditures	127,917	76,271
Excess (Deficiency) of Revenue over Expenditures - Restricted Assets	50,440	(3,222)
Charges (credits) to income not involving cash Amortization	23,786	25,808
	202,143	98,857
Net change in non-cash working capital balances related to operations	303,015	(259,666)
	505,158	(160,809)
<b>Cash Flows From Financing Activities</b>		
Amortization of deferred contributions related to capital assets	(13,171)	(13,171)
<b>Cash Flows From Investing Activities</b>		
(Increase) Decrease in long term investments	1,221	(11,301)
<b>Net (Decrease) Increase in Cash and Bank</b>	<b>493,208</b>	<b>(185,281)</b>
<b>Opening Cash and Bank</b>	<b>359,513</b>	<b>544,794</b>
<b>Closing Cash and Bank</b>	<b>852,721</b>	<b>359,513</b>

# COMMUNITY LIVING BRANT

## SUMMARIZED NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2018

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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 of Community Living Brant for the year ended March 31, 2018, which were prepared in accordance with accounting policies specified by the Ministry of Community and Social Services, the Ministry of Children and Youth Services and the Ministry of Education.

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.

- (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 \$64,829 (2017 - \$32,264) of computer equipment purchases and \$Nil (2017 - \$16,097) 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 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 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.

# COMMUNITY LIVING BRANT

## SUMMARIZED NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2018

### 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

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.

4. CAPITAL ASSETS	Cost	Accumulated Amortization	2018	2017
Land	362,550	-	362,550	362,550
Building	4,429,880	4,300,402	129,478	151,238
Vehicles	20,242	20,242	-	2,026
	4,812,672	4,320,644	492,028	515,814

5. LONG TERM LIABILITY	2018	2017
Balance, beginning of year	129,100	129,100

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.

**COMMUNITY LIVING BRANT**

**SUMMARIZED NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended March 31, 2018**

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**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:

	<b>2018</b>	<b>2017</b>
Balance, beginning of year	155,710	168,881
Less: Amounts amortized to expense	(13,171)	(13,171)
Balance, end of year	142,539	155,710

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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. This internally restricted amount is 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, 2018 (2017 - 96%) from the Ministry of Community and Social Services.

**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 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.