

**Children's Cottage Society of Calgary,
An Alberta Society**

Financial Statements

March 31, 2014



Kenway Mack Slusarchuk Stewart LLP
CHARTERED ACCOUNTANTS

Independent Auditors' Report

To: The Members of **Children's Cottage Society of Calgary, an Alberta Society**

We have audited the accompanying financial statements of Children's Cottage Society of Calgary, an Alberta Society, which comprise the statements of financial position as at March 31, 2014 and the statements of operations, changes in net assets and cash flows for the year then ended, 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 controls. 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 is sufficient and appropriate to provide a basis for our qualified audit opinion.

Basis for Qualified Opinion

In common with many not-for-profit organizations, the Children's Cottage Society of Calgary, an Alberta Society derives revenue from fundraising, special events and donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the society and we were not able to determine whether any adjustments might be necessary to assets, revenues, deficiency of revenues over expenses and fund balances.

Qualified Opinion

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion, the financial statements present fairly, in all material respects, the financial position of Children's Cottage Society of Calgary, an Alberta Society as at March 31, 2014, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

June 26, 2014
Calgary, Alberta

Kenway Mack Slusarchuk Stewart LLP
Chartered Accountants

**Children's Cottage Society of Calgary,
An Alberta Society**
Statements of Financial Position

As at March 31,

2014

2013

Assets

Current assets

Cash	\$ 819,009	\$ 1,015,915
Marketable investments (note 7)	402,599	-
Accounts receivable	233,125	10,721
Prepaid expenses	54,322	35,955
	<u>1,509,055</u>	<u>1,062,591</u>

Restricted marketable investments (note 5, 7)

1,541,423 1,490,447

Deferred expansion costs

12,525 -

Property and equipment (note 9)

1,530,949 450,916

\$ 4,593,952 \$ 3,003,954

Liabilities

Current liabilities

Accounts payable	\$ 448,848	\$ 364,671
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Deferred contributions (note 5)

541,423 490,447

Deferred capital contributions (note 6)

12,525 438,421

1,002,796 1,293,539

Commitments (note 11)

Net Assets

Unrestricted	1,060,207	697,920
Internally restricted	1,000,000	1,000,000
Invested in capital assets	1,530,949	12,495
	<u>3,591,156</u>	<u>1,710,415</u>

\$ 4,593,952 \$ 3,003,954

Approved by the Board



Director



Director

See accompanying notes to the financial statements

**Children's Cottage Society of Calgary,
An Alberta Society**
Statements of Operations

For the years ended March 31,

2014

2013

Revenue

Grants

Government of Alberta - Calgary and Area Child and Family Services	\$ 2,681,660	\$ 2,686,161
Brenda Strafford Foundation	878,040	963,927
Calgary Homeless Foundation	551,048	114,412
City of Calgary - Family and Community Support Services	113,648	113,649
United Way of Calgary and Area	69,441	64,030
Other grants	120,344	118,096
	<u>4,414,181</u>	<u>4,060,275</u>

Donations

Donations and other contributions	1,246,862	1,044,899
Casino	68,065	142,367
	<u>1,314,927</u>	<u>1,187,266</u>

Total operating revenue before revenue for flood

5,729,108 5,247,541

Flood

Donations and other contributions	262,646	-
Insurance proceeds	179,161	-
	<u>441,807</u>	<u>-</u>

Total revenue

6,170,915 5,247,541

Expenses

Program delivery costs

Salaries and benefits - program staffing	3,937,390	3,879,291
Direct program costs	637,334	432,096
Salaries and benefits - administration	327,378	217,549
Facility supplies and maintenance	60,820	26,059
Rent, utilities and insurance	100,939	99,310
Administration expenses	29,994	21,150
	<u>5,093,855</u>	<u>4,675,455</u>

Administration

Salaries and benefits - administration	183,483	209,859
Administration expenses	162,896	129,595
Facility expenses	33,595	33,857
	<u>379,974</u>	<u>373,311</u>

Fund development

Salaries and benefits - fund development	44,314	44,529
Direct fundraising costs	27,701	61,568
	<u>72,015</u>	<u>106,097</u>

Flood

Maintenance and repairs	<u>441,807</u>	<u>-</u>
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Total expenses

5,987,651 5,154,863

Excess of revenue over expenses before investment income

183,264 92,678

Investment income

166,528 104,425

Excess of revenue over expenses

\$ 349,792 \$ 197,103

See accompanying notes to the financial statements

**Children's Cottage Society of Calgary,
An Alberta Society**

Statements of Changes in Net Assets

For the year ended March 31,

2014

2013

	Invested in capital assets	Internally restricted	Unrestricted	Total	Total
Balance, beginning of year	\$ 12,495	\$ 1,000,000	\$ 697,920	\$ 1,710,415	\$ 1,513,312
Excess of revenues over expenses	-	-	349,792	349,792	197,103
Capital contributions for land	1,530,949	-	-	1,530,949	-
Amortization of capital assets	(12,495)	-	12,495	-	-
Balance, end of year	\$ 1,530,949	\$ 1,000,000	\$ 1,060,207	\$ 3,591,156	\$ 1,710,415

See accompanying notes to the financial statements

**Children's Cottage Society of Calgary,
An Alberta Society**
Statements of Cash Flows

For the year ended March 31,

2014

2013

Operating activities

Excess of revenue over expenses	\$ 349,792	\$ 197,103
Items not affecting cash:		
Amortization of property and equipment	38,194	12,588
Amortization of deferred capital contributions	(25,698)	(6,017)
Loss (gain) on sale of investments	-	(18,144)
Reinvested dividend income	(35,701)	(52,841)
Unrealized gains on investments	(129,656)	(33,380)
	<u>196,931</u>	<u>99,309</u>
Changes in non-cash working capital items:		
Accounts receivable	(222,404)	39,163
Prepaid expenses	(18,367)	(9,551)
Accounts payable	84,177	16,258
Deferred contributions	50,976	(518,405)
	<u>91,313</u>	<u>(373,226)</u>

Investing activities

Purchase of building	-	(15,791)
Purchase of land	(1,118,225)	(412,724)
Deferred expansion expenses	(12,525)	-
Purchase of marketable investments	(2,035,278)	(1,420,000)
Proceeds from sale of marketable investments	1,319,469	2,304,905
Deferred capital contributions	(400,199)	428,515
Capital contributions for land	1,530,949	-
	<u>(715,809)</u>	<u>884,905</u>

Increase (decrease) in cash

(624,496) 511,679

Cash, beginning of year

1,443,505 931,826

Cash, end of year

\$ 819,009 \$ 1,443,505

Cash

Restricted (Note 5)	\$ -	\$ 427,590
Unrestricted	819,009	1,015,915
	<u>\$ 819,009</u>	<u>\$ 1,443,505</u>

See accompanying notes to the financial statements

Children's Cottage Society of Calgary, An Alberta Society

Notes to Financial Statements

March 31, 2014

1. Nature of operations

The Children's Cottage Society of Calgary, an Alberta Society (the "Society") was incorporated on October 11, 1989 under the Societies Act of the Province of Alberta as a charitable organization. As a registered charitable organization, the Society is exempt from corporate income taxes provided certain disbursement requirements are maintained.

The Society aims to prevent harm and neglect to all children and to build strong families through support services, respite programs and crisis nurseries. The programs offered by the Society are Crisis Nurseries, Community Respite Programs, the Healthy Families Program, the Brenda's House Family Shelter, the Rapid Rehousing Program and the Home Links Program.

Crisis Nurseries

Isolated families who require support in caring for their children during times of stress may come to the Society's Crisis Nurseries for help. Two Crisis Nurseries provide 24 hour / 365 day emergency care for newborns to children eight years of age for stays of up to 72 hours. Children are provided shelter, food, toys and clothing in a safe and welcoming environment, while parents receive non-judgmental support, and referral to other community resources.

The Crisis Nurseries also provide temporary care for infants and toddlers who have been apprehended by Children's Intervention Services from unsafe home situations. Placement at the Crisis Nurseries occurs when foster homes or other alternatives are not available. The length of stay is flexible and based on when suitable, permanent arrangements can be made.

Community Respite Programs

The Community Respite Programs provide in-home infant support and childcare respite services to parents of newborn to six-month-old infants who have no other means of assistance. The Society also coordinates with child care centers throughout the city to provide free short-term child care when parents are in need of daytime relief.

Healthy Families

The Healthy Families Program offers in-home education and support to parents with infants who are assessed as needing assistance to ensure safe children in healthy families. The primary focus is on parent child interaction and developmental milestones.

Children's Cottage Society of Calgary, An Alberta Society

Notes to Financial Statements

March 31, 2014

Brenda's House

The Brenda's House Family Shelter is a transitional shelter and re-housing program for families with children who are currently experiencing homelessness. Fourteen rooms are available to support homeless families along with a daily childcare program to support families' goals. The program operates in a facility owned by the Brenda Strafford Foundation. Families are provided with the resources to meet their goals for health, well-being and development in order to leave the shelter and maintain their housing stability.

Rapid Rehousing and Home Links

The Rapid Rehousing and the Home Links Programs provide homeless families support to find and maintain housing. Families receive assistance in finding and securing affordable market housing, and in obtaining furnishings and assistance to set up their housing. Re-housed families are supported to address issues that have contributed to their chronic homelessness and may put them at risk of returning to homelessness. The Rapid Rehousing Program works with families requiring support for up to six months. The Home Links Program works with families requiring intensive support over one to two years.

2. Basis of presentation

These financial statements have been prepared in accordance with Canadian generally accepted accounting principles, specifically Canadian accounting standards for not-for-profit organizations ("ASNFPO").

3. Significant accounting policies

a) Measurement uncertainty

The preparation of financial statements in conformity with ASNFPO requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reported period. Actual results could differ from those estimates.

Children's Cottage Society of Calgary, An Alberta Society

Notes to Financial Statements

March 31, 2014

b) Allocation of expenses

The Society incurs a number of general support expenses that are common to the administration of the organization and each of its programs. Expenditures are recorded on an accrual basis and are charged to the Crisis Nurseries, Community Respite Programs, Healthy Families Program, Brenda's House Family Shelter, Rapid Rehousing Program and Home Links Program according to the activity that they benefit.

The Society allocates its general support expenses by identifying the appropriate basis of allocation for each component expense and applying that basis consistently each year. General support expenses include administrative salaries, information technology, insurance and office supplies which have been allocated proportionately based on the number of full time staff in each program. This basis of allocation is reviewed periodically and may be revised according to circumstances prevailing from time to time.

c) Measurement of financial instruments

The Society initially measures its financial assets and liabilities at fair value.

The Society subsequently measures all its financial assets and financial liabilities at amortized cost, except for marketable investments and restricted marketable investments, which are measured at fair value. Changes in fair value are recognized in the statements of operations.

Financial assets measured at amortized cost include cash, restricted cash and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable.

Impairment

Financial assets measured at amortized cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in the statements of operations. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in the statements of operations.

Children's Cottage Society of Calgary, An Alberta Society

Notes to Financial Statements

March 31, 2014

d) Property and equipment

Property and equipment are recorded at cost. The Society provides for amortization using the estimated useful life as follows:

Assets	Method	Rate
Building	straight-line	10 years

One-half of a full year's amortization is recorded in the year of acquisition. No amortization is recorded in the year of disposal.

The Society records a write-down when equipment no longer has any long-term service potential to the Society and its net carrying amount exceeds its residual value. The excess net carrying amount over residual value is recognized as an expense in the statement of operations. Previous write-downs are not reversed.

e) Revenue recognition

The Society follows the deferral method of accounting for contributions.

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.

Restricted contributions are initially deferred and recognized as revenue in the year in which the related expenses are incurred.

Restricted contributions received for capital assets are initially deferred and recognized as revenue over the useful life of the asset. Restricted contributions received for assets that will not be amortized are recognized directly to net assets.

Externally restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted and internally restricted investment income is recognized in the month it accrues.

Endowment contributions are recognized as direct increases in net assets.

f) Contributed materials and services

The Society records the value of donated materials and services when the fair value can be reasonably estimated and when the material and services are used in the normal course of the Society's operations and would otherwise have been purchased.

Children's Cottage Society of Calgary, An Alberta Society

Notes to Financial Statements

March 31, 2014

4. Capital management

The Society's objective in managing capital is to ensure that the necessary funding is in place for the Society to undertake its mission of preventing harm and neglect to all children and building strong families through support services, respite programs and crisis nurseries. The Society manages capital through annual budgeting techniques and by continuously monitoring the need for funding of various expenditures. The Society's capital is maintained through revenue generating activities and through funding received from its supporters.

In addition to monitoring expenses and revenues to identify funding requirements, the Society has established funds to cover excesses of expenditures over revenues on an annual basis subject to a restriction that such funds will not be drawn below \$1,000,000 on a market value basis.

The Society's capital is defined as:

	2014	2013
Net assets	\$ 3,591,156	\$ 1,710,415
Deferred contributions	541,423	490,447
Deferred capital contributions	12,525	438,421
Total Capital	<u>\$ 4,145,104</u>	<u>\$ 2,639,283</u>

5. Restricted assets and deferred contributions

Deferred contributions

Deferred contributions represent unspent donations, grants and fundraising that have been designated by the donor for a specific purpose.

	2014	2013
Beginning balance	\$ 490,447	\$ 1,008,852
Contributions recognized as revenue in the year	(1,173,610)	(1,374,993)
Contributions spent for the purchase of capital assets (see note 6)	(1,130,751)	(428,515)
Contributions repaid in the year	-	(5,453)
Contributions received in the year	2,355,337	1,290,556
Ending balance	<u>\$ 541,423</u>	<u>\$ 490,447</u>

Included in deferred contributions is \$412,982 (2013 - \$301,309) of deferred contributions designated to be used for capital expansion purposes.

**Children's Cottage Society of Calgary,
An Alberta Society**

Notes to Financial Statements

March 31, 2014

Restricted assets

	2014	2013
Cash allocated to meet external restrictions	\$ -	\$ 427,590
Marketable investments allocated to meet external restrictions (see note 7)	541,423	62,857
Internally restricted by Board (see note 7)	1,000,000	1,000,000
	<u>\$ 1,541,423</u>	<u>\$ 1,490,447</u>

6. Deferred capital contributions

Deferred capital contributions represent contributed capital assets and restricted contributions that have been designated by donors for the purchase of capital assets.

The changes in the deferred capital contributions balance for the year are as follows:

	2014	2013
Beginning balance	\$ 438,421	\$ 15,923
Capital assets purchased with contributions (see note 5)	1,130,751	428,515
Capital assets transferred to net assets	(1,530,949)	-
Amortization	(25,698)	(6,017)
Ending balance	<u>\$ 12,525</u>	<u>\$ 438,421</u>

7. Marketable investments

The Society has an investment portfolio, managed in accordance with the Society's investment policy, with a fair market value of \$1,944,022 at March 31, 2014 (\$1,062,856 at March 31, 2013). The Board may, from time to time, approve a transfer of these funds for operating and capital expenditures but will maintain a minimum market value balance of \$1,000,000. During the year, there was \$300,000 (2013 - \$1,298,742) withdrawn from the investment portfolio for capital expenditures.

The Society is exposed to market risk, as 40% of the investment portfolio is invested in equities which are held in an actively traded market.

	2014	2013
Marketable investments – allocated to meet external restrictions (see note 5)	\$ 541,423	\$ 62,856
Marketable investments – internally restricted by Board (see note 5)	1,000,000	1,000,000
Marketable investments	402,599	-
	<u>\$ 1,944,022</u>	<u>\$ 1,062,856</u>

**Children's Cottage Society of Calgary,
An Alberta Society**

Notes to Financial Statements

March 31, 2014

8. Endowment funds held by The Calgary Foundation

The Calgary Foundation has received cumulative contributions, planned gifts and grants of \$ 29,133 (March 31, 2013 – \$25,975) designated by the donors to be retained permanently by the Calgary Foundation for the benefit of the Society. The Society receives income from the Calgary Foundation annually, set at 5% of the market value of the fund, calculated monthly. The Society received in the year \$1,169 (March 31, 2013 – \$1,118) of revenues from this fund.

9. Property and equipment

	2014		
	Cost	Accumulated Amortization	Net Book Value
Land	\$ 1,530,949	\$ -	\$ 1,530,949
Building	78,677	78,677	-
	\$ 1,569,141	\$ 38,192	\$ 1,530,949
	2013		
	Cost	Accumulated Amortization	Net Book Value
Land	\$ 412,724	\$ -	\$ 412,724
Computer equipment and software	192,711	192,711	-
Building	78,677	40,485	38,192
Furniture and office equipment	75,050	75,050	-
	\$ 759,162	\$ 308,246	\$ 450,916

10. Related party transactions

Brenda's House

The Society exercises significant influence over the Brenda's House program by virtue of its involvement in decision-making regarding this program's financial and operating matters.

Under an agreement with the Brenda Strafford Foundation (the "Foundation"), the Society is responsible for the operation of Brenda's House. The Foundation acts as a charitable agent receiving the funds from the Calgary Homeless Foundation and distributing these funds to the Society and agency partners. These funds support the operating expenses of Brenda's House. The amount of the grant received for the current year is \$878,040 (2013 - \$968,314). Of this amount, \$878,040 (2013 - \$963,927) was recognized as revenue and \$Nil (2012 - \$4,387) as deferred revenue.

Children's Cottage Society of Calgary, An Alberta Society

Notes to Financial Statements

March 31, 2014

Donations

Donations from the Board of Directors and management totaled \$50,784 (2013 - \$52,503) in the year.

Communication expenses

Included in Administration – Administration Expenses is \$25,009 (2013 - \$Nil) paid to Scout Communications Inc. for communication services (annual report, brochures, design and media). Scout Communications Inc. is controlled by a director of the Society.

11. Commitments

The Society has entered into leases for office premises, which expire November 30, 2017, and Crisis Nursery facility, which expires October 16, 2014. Future minimum annual commitments, including an estimate of the proportionate share of operating expenses for the office premises and for equipment under operating leases, are as follows:

2015	\$	148,021
2016		108,714
2017		100,026
2018		59,468
2019		4,555
	\$	<u>420,784</u>

12. Financial Instruments

The Society's use of financial instruments and its exposure to risks associated with such instruments arises out of its normal course of operations and investing activities. Operations are located in Calgary.

Market Risk

The Company is exposed to the risk that the fair value of its investments in securities will fluctuate because of public market price changes.

Financial assets

The carrying amounts of financial assets recognized in the financial statements consist of those:

	2014	2013
Measured at amortized cost	\$ 1,052,134	\$ 1,454,227
Measured at fair value	1,944,022	1,062,856
	<u>\$ 2,996,156</u>	<u>\$ 2,517,083</u>