### United Way of the Alberta Capital Region

Financial Statements **December 31, 2010** 



PricewaterhouseCoopers LLP Chartered Accountants TD Tower 10088 102 Avenue NW, Suite 1501 Edmonton, Alberta Canada T5J 3N5 Telephone +1 780 441 6700 Facsimile +1 780 441 6776

May 31, 2011

#### **Independent Auditor's Report**

To the Members of United Way of the Alberta Capital Region

We have audited the accompanying financial statements of United Way of the Alberta Capital Region, which comprise the statement of financial position as at December 31, 2010 and the statements of operations, changes in net assets and cash flows for the year then ended, and the related notes including a summary of significant accounting policies.

#### Management's responsibility for the financial statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles, 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.

#### Auditor's 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 auditor's 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 auditor considers 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 is sufficient and appropriate to provide a basis for our audit opinion.

"PricewaterhouseCoopers" refers to PricewaterhouseCoopers LLP, an Ontario limited liability partnership, which is a member firm of PricewaterhouseCoopers International Limited, each member firm of which is a separate legal entity.

### PRICEWATERHOUSE COPERS 10

#### Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of United Way of the Alberta Capital Region as at December 31, 2010 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Pricewaterhouse Coopers LLP

**Chartered Accountants** 

## United Way of the Alberta Capital Region Statement of Financial Position

As at December 31, 2010

	2010 \$	2009 \$
Assets		
<b>Current assets</b> Cash and short-term investments Campaign pledges receivable Other receivables Prepaid expenses and other	8,923,128 10,660,722 97,284 121,940	9,825,242 9,906,575 211,901 222,972
Capital assets (note 4)	19,803,074 7,251,428	20,166,690 7,506,608
	27,054,502	27,673,298
Liabilities		
Current liabilities Accounts payable and accrued liabilities Unexpended distributions Deferred contributions (note 5) Current portion – mortgage payable (note 6) Deferred capital contribution Mortgage payable (note 6)	1,796,475 645,063 4,304,375 110,831 6,856,744 264,973 2,192,858 9,314,575	1,797,216 643,108 3,946,543 96,311 6,483,178 276,393 2,303,689 9,063,260
<b>Commitments</b> (note 7)		
Net Assets		
<b>Unrestricted</b> <b>Investment in capital assets</b> – internally restricted <b>Internally restricted operating funds</b> (note 8)	1,938,199 4,682,766 11,118,962	2,409,356 4,830,215 11,370,467
	17,739,927	18,610,038
	27,054,502	27,673,298

### Approved by the Board of Directors

Hull

Director

Cane Smith Director

# **United Way of the Alberta Capital Region** Statement of Changes in Net Assets

	Unrestricted \$	Investment in capital assets (internally restricted) \$	Internally restricted operating funds \$ (Note 8)	Total 2010 \$	Total 2009 \$
Balance – Beginning of year	2,409,356	4,830,215	11,370,467	18,610,038	17,955,401
(Deficiency) excess of revenues over expenses	(503,426)	(366,685)	-	(870,111)	654,637
Transfer to reserves	(8,892,495)	-	8,892,495	-	-
Utilization of reserves	9,144,000	-	(9,144,000)	-	-
Purchase of capital assets	(122,925)	122,925	-	-	-
Mortgage repayment	(96,311)	96,311	-	-	
Balance – End of year	1,938,199	4,682,766	11,118,962	17,739,927	18,610,038

# United Way of the Alberta Capital Region Statement of Operations

	2010 \$	2009 \$
<b>Revenue</b> Contributions and pledges Provision for uncollectible pledges	20,578,820 (819,504)	21,302,405 (420,714)
	19,759,316	20,881,691
Grant revenue Other revenue Earned income Investment income	$1,186,508 \\ 162,157 \\ 43,455 \\ 31,576$	1,022,054 142,634 123,574 43,566
Fundraising expenses (schedule 1)	21,183,012 3,433,346	22,213,519 3,500,360
	17,749,666	18,713,159
<b>Program expenses</b> Community allocations (schedule 2) Member and non-member designations United Way programs and initiatives (schedule 3)	11,459,685 3,568,127 3,225,280	11,235,307 3,256,450 3,268,967
	18,253,092	17,760,724
(Deficiency) excess of revenue over expenses before amortization expense	(503,426)	952,435
Amortization expense	(366,685)	(297,798)
(Deficiency) excess of revenue over expenses for the year	(870,111)	654,637

### United Way of the Alberta Capital Region Statement of Cash Flows

	2010 \$	2009 \$
Cash provided for (used in)		
<b>Operating activities</b> (Deficiency) excess of revenue over expenses for the year	(870,111)	654,637
Item not affecting cash Amortization expense	366,685	297,798
	(503,426)	952,435
Net change in non-cash working capital items (note 9)	(179,452)	(483,271)
	(682,878)	469,164
<b>Investing activities</b> Purchase of capital assets	(122,925)	(3,131,147)
Financing activities Mortgage (repayment) proceeds	(96,311)	2,400,000
Decrease in cash and short-term investments	(902,114)	(261,983)
Cash and short-term investments – Beginning of year	9,825,242	10,087,225
Cash and short-term investments – End of year	8,923,128	9,825,242
<b>Cash and short-term investments comprises</b> Cash Short-term investments	6,923,128 2,000,000	7,825,242 2,000,000
	8,923,128	9,825,242
Supplementary information Interest received	30,811	48,782
Interest paid	129,824	43,200

#### **1** Organization

United Way of the Alberta Capital Region's mission is: "We bring people and resources together to build caring, vibrant communities".

United Way of the Alberta Capital Region ("United Way") is a registered charitable organization and a public charitable foundation and, as such, is exempt from tax under the Income Tax Act.

#### 2 Significant accounting policies

These financial statements have been prepared by management in accordance with accounting principles generally accepted in Canada. The preparation of financial statements for a period necessarily includes the use of estimates and approximations which have been made using careful judgment. Actual results could differ from those estimates. These financial statements have, in management's opinion, been properly prepared within reasonable limits of materiality and within the framework of the accounting policies summarized below.

a) Revenue recognition

These financial statements have been prepared using the deferral method, the key elements of which are:

i) Contributions and pledges

Contributions and pledges relate to campaigns and events conducted by corporations, employee groups, employee funds, individuals and foundations during the year to raise support for projects, services provided by funded member agencies, funded non-member agencies, partnerships addressing new and emerging needs and other registered Canadian charities.

These contributions and pledges are recognized as revenue in the period in which they are gifted or pledged with the exception of donor restricted funds. All contributions that are restricted by donors are initially deferred, then recognized as revenue in the year in which the related expenses are incurred.

ii) Grant revenue

Unrestricted grants are recognized as revenue when received or receivable if the amount to be received can be estimated and collection is reasonably assured. Externally restricted grants are recorded as deferred contributions and recognized as revenue in the year the related expenses are incurred.

iii) Earned income

Earned income includes membership fees and provision of services generated through United Way's In-Kind Centre program. This revenue is unrestricted and recognized in the year it is earned.

#### iv) Investment income

Investment income is unrestricted and recognized as revenue in the year it is earned.

v) Bequests

Unrestricted bequests are recognized as revenue in the period in which it is gifted. Restricted bequests are initially deferred and recognized as revenue in the year which the related expenses are incurred.

- b) Capital contributions
  - i) Restricted contributions for the purchase of capital assets, that will be amortized, will be deferred and recognized as revenue on the same basis as the amortization expense related to the acquired asset.
  - ii) Restricted contributions for the purchase of capital assets, that will not be amortized, will be recognized as a direct increase in net assets invested in capital assets.
- c) Donated goods and services

Substantial goods and services are donated in kind by the community to United Way. No amounts have been reflected in the financial statements.

- d) Expense recognition
  - i) Fundraising expenses

Fundraising expenses include all expenses directly associated with fundraising and co-fundraising and an allocation of general management and administration expenses.

ii) Program expenses

Program expenses include all allocations to agencies and allocations to programs directly delivered by United Way and an allocation of general and administration expenses.

iii) Allocated expenses

Expenses identifiable to fundraising or specific programs are charged directly. Remaining indirect expenses are allocated between fundraising and programs using a reasonable estimate of time spent by people in support of that function (note 10).

e) Cash and short-term investments

Cash and short-term investments consist of cash on deposit and short-term investments with maturity periods of less than three months.

f) Campaign pledges receivable

Pledges are recorded as revenue and receivable when signed pledge documents are received or other documents are available to provide reasonable evidence of a valid pledge. An allowance for doubtful pledges is provided for based on the management's best estimate of doubtful amounts.

g) Capital assets

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution.

Amortization commences when a capital asset is put into use. Amortization of capital assets is provided on a straight-line basis over the following terms:

Building	25 years
Furniture, fixtures and renovations	10 years
Equipment	5 years
Computer equipment and software	3 years

h) Internally restricted operating funds

United Way maintains four reserves that may be used to fund operating or capital costs as follows:

i) Community investment reserve

The purpose of this reserve is to fund allocations and community building and investment costs in the upcoming year.

ii) Operating reserve

The purpose of this reserve is to fund United Way operations in the events of a revenue shortfall, or to fund communities and agencies with grants or loans for critical, unanticipated, non-recurring services and capital contingencies that results from conditions beyond the agency's control.

iii) Innovation reserve

The purpose of this reserve is to provide for the funding of innovative organizational and community opportunities.

iv) Building reserve

The purpose of this reserve is to provide funding for non-routine or unforeseen costs related to the United Way building. The reserve may be used to fund equipment purchases, repairs, renovations, upgrades or other initiatives.

#### i) Financial instruments

United Way's financial assets include cash and short-term investments, campaign pledges receivable and other receivables. Cash and short-term investments are classified as held-for-trading and are recorded at fair value with realized and unrealized gains and losses reported in the statement of operations for the period in which they arise. Campaign pledges receivable and other receivables are classified as loans and receivables and are accounted for at amortized cost using the effective interest rate method. Campaign pledges receivable and other receivable and other receivables are initially recorded at fair value.

United Way's financial liabilities include accounts payable and accrued liabilities and mortgage payable. These are classified as other liabilities and are accounted for at amortized cost using the effective interest rate method. Financial liabilities are initially measured at fair value.

The fair value of a financial instrument on initial recognition is normally the transaction price, which is the fair value of the consideration given or received. Subsequent to initial recognition the fair values of financial instruments that are quoted in active markets are based on bid prices for financial assets. Purchases and sales of financial assets are accounted for at trade dates. Transaction costs on financial instruments are expensed when incurred.

All derivative instruments, including embedded derivatives, are recorded at fair value unless exempted from derivative treatment as a normal purchase and sale. United Way determined that it does not have any derivatives and has not entered into any hedge transactions.

United Way applies Canadian Institute of Chartered Accountants ("CICA") Section 3861 – *Financial Instruments Disclosure and Presentation* in place of the optional standards CICA 3862 – *Financial Instruments* – *Disclosures* and CICA 3863 – *Financial Instruments* – *Presentation*, effective for financial years beginning on or after October 31, 2007.

#### **3** Changes in accounting policies

a) Amendment to CICA 1506 — Accounting Changes

Effective January 1, 2010, United Way adopted the amendment to CICA 1506 – Accounting Changes which excludes from its scope, changes in accounting policies upon the complete replacement of any entity's primary basis for accounting. Adoption of this amendment to the standard did not have a material impact on United Way's financial statements.

b) Recent accounting pronouncement issued but not yet adopted

In February 2008, the Canadian Institute of Chartered Accountants ("CICA") announced that Canadian generally accepted accounting principles for publicly accountable enterprises will be replaced by International Financial Reporting Standards for fiscal years beginning on or after January 1, 2011. In December 2010, the Canadian Accounting Standards Board issued a comprehensive set of accounting standards applicable to not-for-profit organizations. The standards are effective for fiscal years beginning on or after January 1, 2012 and require retrospective application, except for certain exemptions and exceptions contained within the standards. Early adoption of the standards is permitted. The Canadian Accounting Standards Board also announced that not-for-profit organizations will have a choice between Part I of the CICA Handbook – International Financial Reporting Standards ("IFRS") and Part III of the CICA Handbook – Accounting Standards for Not-For-Profit Organizations. United Way has determined that it will adopt the Accounting Standards for Not-for-Profit Organizations and is currently considering the impact of the adoption of these standards.

#### 4 Capital assets

			2010	2009
	Cost \$	Accumulated amortization \$	Net \$	Net \$
Land	872,615	-	872,615	872,615
Building	6,300,438	426,775	5,873,663	6,049,666
Equipment, furniture and				
fixtures	790,300	337,465	452,835	484,958
Computer equipment	556,329	520,807	35,522	60,454
Computer software	849,585	832,792	16,793	38,915
	9,369,267	2,117,839	7,251,428	7,506,608

Notes to Financial Statements **December 31, 2010** 

#### 5 Deferred contributions

	Donor restricted – designations to charities \$	Donor restricted – designations to United Way programs \$	Grantor restricted – grants for specific projects \$	Total 2010 \$	Total 2009 \$
Balance – Beginning of year	3,033,360	625,237	287,946	3,946,543	3,060,338
Contributions received	3,238,568	253,726	1,664,000	5,156,294	4,514,429
Contributions recognized as revenue	(3,595,073)	(299,686)	(903,703)	(4,798,462)	(3,628,224)
Balance – End of year	2,676,855	579,277	1,048,243	4,304,375	3,946,543

#### 6 Mortgage payable

	2010 \$	2009 \$
Mortgage payable Less: Current portion	2,303,689 (110,831)	2,400,000 (96,311)
	2,192,858	2,303,689

The loan bears interest at a rate of 5.654%, is payable in monthly instalments of interest and principal of \$19,723, and matures on January 1, 2020.

Collateral for the loan is as follows:

- i) a first mortgage on the freehold property known municipally as 15132 Stony Plain Rd NW and 10120 152 Street NW, in the City of Edmonton;
- ii) a first general assignment of rents and leases from the property; and
- iii) a site specific general security agreement.

December 31, 2010

Principal repayments on the mortgage for the next five years and thereafter are as follows:

	\$
2011	110,831
2012	117,182
2013	123,896
2014	130,995
2015	138,501
Thereafter	1,682,284
	2,303,689

#### 7 Commitments

United Way leases warehouse premises under a five year operating lease, expiring October 31, 2015 required for its In-Kind Centre program. Additionally, United Way has a three-year and a five-year rental agreement for office equipment, expiring April 30, 2011 and December 31, 2013, respectively. Lease payments required over the next five years are as follows:

	In-Kind Centre Lease \$	Office Equipment \$	Total \$
2011	86,551	19,790	106,341
2012	86,551	18,996	105,547
2013	86,551	18,996	105,547
2014	86,551	-	86,551
2015	72,126	-	72,126
	418,330	57,782	476,112

#### 8 Internally restricted operating funds

	Community Investment Reserve \$	Operating Reserve \$	Innovation Reserve \$	Building Reserve \$	Total 2010 \$	Total 2009 \$
Balance – Beginning of						
year	9,003,000	1,219,834	447,633	700,000	11,370,467	10,802,321
Transfer to reserve	8,718,000	-	174,495	-	8,892,495	9,040,265
Utilization of reserves	(9,003,000)	-	(141,000)	-	(9,144,000)	(8,472,119)
Balance – End of year	8,718,000	1,219,834	481,128	700,000	11,118,962	11,370,467

December 31, 2010

#### 9 Net change in non-cash working capital items

	2010 \$	2009 \$
Increase in campaign pledges receivable	(754,147)	(1,458,472)
Decrease in other receivables	114,617	22,875
Decrease (increase) in prepaid expenses and other	101,032	(32,603)
(Decrease) increase in accounts payable and accrued liabilities	(741)	276,699
Increase (decrease) in unexpended distributions	1,955	(177,975)
Increase in deferred contributions	357,832	886,205
	(179,452)	(483,271)

### 10 General management and administration expenses

Total indirect expenses allocated between fundraising and program expenses are as follows:

	2010 \$	2009 \$
Salaries and benefits	1,533,436	1,707,805
Learning and knowledge transfer	25,140	50,752
Advertising and promotion	6,557	890
External services	408,404	314,571
Supplies and equipment	191,958	169,416
Occupancy	342,337	351,082
	2,507,832	2,594,516
Allocated to		
Fundraising expenses (schedule 1)	1,485,408	1,532,840
Program expenses	1,022,424	1,061,676
	2,507,832	2,594,516

#### 11 Pension plan

United Way maintains a defined contribution pension plan for certain employees, which is funded by employer and employee contributions. Contributions are expensed in the period in which they are remitted to the investment firm. The pension expense for the year was 166,662 (2009 - 152,916).

#### 12 Capital disclosures

United Way defines capital as net assets comprised of investment in capital assets, internally restricted operating funds and unrestricted funds. United Way's objective in managing capital is to ensure a sufficient liquidity position to finance its expenses, working capital and overall capital expenditures. Since inception, United Way has primarily financed its liquidity through campaign revenues, grants and income from its investments and expects to continue to meet future requirements through these sources.

United Way is not subject to any externally imposed capital requirements and there have been no changes to the organization's objectives and what it manages as capital since the prior fiscal period.

#### **13** Financial instruments

United Way's financial instruments comprise of cash and short-term investments, campaign pledge receivable, other receivables, accounts payable and accrued liabilities and mortgage payable. Except for mortgage payable, the carrying value of these accounts approximates fair value due to the immediate or short-term maturity of these financial instruments.

Management believes that the conditions and circumstances underlying the mortgage payable have not changed significantly since issue, therefore, fair value is considered to approximate carrying value.

#### Credit risk

United Way is subject to credit risk with respect to campaign pledges receivable. However, United Way is not exposed to any significant concentration of credit risk due to its large donor base. Management monitors these accounts regularly and is reasonably assured that United Way is not exposed to significant credit risk in excess of the provision for doubtful pledges as at the balance sheet date.

#### Interest rate risk

United Way is potentially subject to concentrations of interest rate risk principally with its short-term investments.

	2010 \$	2009 \$
<b>Direct expenses</b> Salaries and benefits Learning and knowledge transfer Advertising and promotion External services Supplies and equipment	$1,604,703 \\68,454 \\438,787 \\158,578 \\9,710$	1,626,404 51,548 538,324 37,587 59,323
Cost recovery	2,280,232 (332,294)	2,313,186 (345,666)
	1,947,938	1,967,520
General management and administration (note 10)	1,485,408	1,532,840
Total fundraising expenses	3,433,346	3,500,360

# United Way of the Alberta Capital Region Schedule of Community Allocations

	2010 \$	2009 \$
	φ	φ
Member agencies		
Arthritis Society – AB and NWT Division	76,440	75,530
Ben Calf Robe Society	36,389	36,400
Big Brothers Big Sisters Society of Edmonton and Area	171,360	171,351
Bissell Centre	356,744	340,299
Boys' & Girls' Clubs of Edmonton	411,500	411,479
Boys and Girls Club of Leduc	51,200	51,199
Canadian Mental Health Association – Edmonton Region	367,838	363,511
Canadian National Institute For the Blind	306,487	306,496
Canadian Paraplegic Association – Alberta	238,600	238,600
Canadian Red Cross Society	404,606	404,669
Centre for Family Literacy	104,700	104,200
Changing Together – A Centre for Immigrant Women	61,500	61,500
Connect Society	201,503	196,070
E4C	237,794	237,685
Edmonton Epilepsy Association	100,680	100,680
Edmonton Gleaners Association	146,578	146,578
Edmonton John Howard Society	310,279	310,192
Edmonton Mennonite Centre for Newcomers	108,000	107,991
Edmonton Social Planning Council	207,575	207,566
Elizabeth Fry Society of Edmonton	120,025	116,001
Fort Saskatchewan Boys and Girls Club	70,743	70,786
Gateway Association for Community Living	95,080	95,080
Goodwill Industries of Alberta	162,491	162,482
Information & Volunteer Centre for Strathcona County	54,166	54,200
Jewish Family Services	198,009	192,571
KARA Family Resource Centre	111,444	111,444
Leduc and District Food Bank	39,972	34,939
Norwood Child and Family Resource Centre	110,949	100,632
Operation Friendship Seniors Society	263,637	263,637
Options Sexual Health Association	92,345	91,156
P.A.L.S. – Project Adult Literacy Society	87,409	87,412
Seniors Association of Greater Edmonton	94,999	95,000
Sexual Assault Centre of Edmonton	270,360	261,686
St. Albert Community Information & Volunteer Centre	48,618	48,618
St. Albert Parents' Place Association	75,135	75,187
Strathcona Shelter Society Limited – "A Safe Place"	78,584	78,639
Terra Association	257,734	251,277
The Family Centre of Northern Alberta	855,628	834,109
Support Network, The	309,419	309,400
Victorian Order of Nurses – Western Region	158,737	158,737
YMCA of Edmonton	366,195	366,178
YWCA of Edmonton	210,709	204,445
Y.E.S.S. – Youth Emergency Shelter Society of Edmonton	228,285	228,285
	8,260,446	8,163,897

### United Way of the Alberta Capital Region Schedule of Community Allocations...*continued*

	2010 \$	2009 \$
Community partnerships and initiatives		
Aboriginal Consulting Services Association of Alberta	50,000	50,000
Aboriginal Women's Professional Association	50,400	50,400
Boyle Street Service Society	80,000	80,000
CEASE: Centre to End All Sexual Exploitation	50,000	50,000
Community innovation projects	87,000	50,000
Community mapping project	175,000	
Community inapping projects	134,216	31,018
Community University Partnership for the Study of Children, Youth &	151,210	51,010
Families	35,000	35,000
Donate A Ride program	221,422	286,404
Edmonton Chamber of Voluntary Organizations	31,200	31,200
Edmonton School Lunch Program	178,221	163,161
Edmonton Seniors Coordinating Council	21,000	21,000
Families First Edmonton	25,000	100,000
Fort Saskatchewan – geographic service area projects	50,000	50,000
Inner City Agencies Foundation	75,109	76,166
Institute for Sexual Minority Studies and Services	25,000	25,000
Native Counseling Services of Alberta	32,000	32,000
Neighbourhood Empowerment Team	230,000	230,000
Partners for Kids	1,354,803	1,275,199
St. Albert – geographic service area projects	50,000	50,000
St. Albert Food Bank	12,000	12,000
Shared Services Project	106,868	297,862
Strathcona County – geographic service area projects	50,000	50,000
Today Centre, The	75,000	75,000
	3,199,239	3,071,410
	11,459,685	11,235,307

### **United Way of the Alberta Capital Region** Schedule of United Way Programs and Initiatives

	2010 \$	2009 \$
Community Building and Engagement	443,835	543,056
Community Investment Accountability	420,831	518,359
Discovery	584,194	465,559
Early Years Continuum Project	108,867	-
Galvanizing the Community	202,754	-
In Kind Centre	670,224	763,759
Labour Partnership	136,567	148,721
Public Education and Advocacy	135,632	166,550
Success by Six ®	363,298	508,793
United Way of Canada	159,078	154,170
	3,225,280	3,268,967