Financial Statements March 31, 2018



June 12, 2018

Independent Auditor's Report

To the Partners 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 March 31, 2018 and the statements of operations, changes in net assets and cash flows for the year then ended, and the related notes, which comprise 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.

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.

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"PwC" refers to PricewaterhouseCoopers LLP, an Ontario limited liability partnership.



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 March 31, 2018 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.

Pricewaterhouse Coopers LLP

Chartered Professional Accountants

Statement of Financial Position As at March 31, 2018

	2018 \$	2017 \$
Assets		
Current assets Cash and short-term investments Campaign pledges receivable Other receivables Prepaid expenses and other	16,636,919 6,785,498 95,853 340,288	16,796,308 6,624,116 343,287 383,493
	23,858,558	24,147,204
Capital assets (note 3)	5,217,343	5,413,755
	29,075,901	29,560,959
Liabilities		
Current liabilities Accounts payable and accrued liabilities (note 4) Deferred contributions (note 5) Mortgage payable (note 6)	1,618,951 5,464,137 165,995	1,786,959 5,112,505 _156,999
	7,249,083	7,056,463
Mortgage payable (note 6)	1,174,953	1,340,948
Deferred capital contributions (note 7)	182,181	193,600
	8,606,217	8,591,011
Net Assets		
Unrestricted	5,404,720	6,458,577
Internally restricted investment in capital assets	3,694,214	3,722,208
Internally restricted operating funds (note 8)	11,370,750	10,789,163
	20,469,684	20,969,948
	29,075,901	29,560,959

Commitments (note 9)

Approved by the Board of Directors

Baufri Director (Director

Statement of Changes in Net Assets For the year ended March 31, 2018

	Unrestricted \$	Internally restricted investment in capital assets \$	Internally restricted operating funds \$ (note 8)	Total net assets \$
Balance – March 31, 2016	5,837,042	3,937,308	12,468,870	22,243,220
Deficiency of revenue over expenses for the year Transfer to reserves Utilization of reserves Mortgage repayment	(909,683) (8,483,228) 10,162,935 (148,489)	(363,589) - 148,489	8,483,228 (10,162,935)	(1,273,272) - - -
Balance – March 31, 2017	6,458,577	3,722,208	10,789,163	20,969,948
Deficiency of revenue over expenses for the year Transfer to reserves Utilization of reserves Purchase of capital assets Mortgage repayment	(113,420) (9,041,801) 8,460,214 (201,851) (156,999)	(386,844) - 201,851 156,999	9,041,801 (8,460,214) -	(500,264) - - - - -
Balance – March 31, 2018	5,404,720	3,694,214	11,370,750	20,469,684

Statement of Operations

For the year ended March 31, 2018

	2018 \$	2017 \$
Revenue Contributions and pledges Provision for uncollectible pledges	22,716,412 (465,045)	22,064,738 (718,353)
Grant revenue Investment income Earned income Other revenue	22,251,367 3,282,889 130,598 85,751 14,230	21,346,385 1,547,445 78,106 128,633 47,582
Fundraising expenses (schedule 1)	25,764,835	23,148,151 4,416,307
	21,375,326	18,731,844
Program expenses Community allocations (schedule 2) United Way programs and initiatives (schedule 3) Partner and non-partner designations	13,974,734 4,863,639 2,650,373	12,836,154 3,989,680 2,815,693
	21,488,746	19,641,527
Deficiency of revenue over expenses before amortization	(113,420)	(909,683)
Amortization expense	(386,844)	(363,589)
Deficiency of revenue over expenses for the year	(500,264)	(1,273,272)

Statement of Cash Flows For the year ended March 31, 2018

	2018 \$	2017 \$
Cash provided by (used in)		
Operating activities Deficiency of revenue over expenses for the year Item not affecting cash	(500,264)	(1,273,272)
Amortization expense Net change in non-cash working capital items (note 10)	<u>386,844</u> (113,420) 312,881	<u>363,589</u> (909,683) 2,374,024
	199,461	1,464,341
Investing activities Purchase of capital assets	(201,851)	-
Financing activities Mortgage repayment	(156,999)	(148,489)
(Decrease) increase in cash and short-term investments during the year	(159,389)	1,315,852
Cash and short-term investments – Beginning of year	16,796,308	15,480,456
Cash and short-term investments – End of year	16,636,919	16,796,308
Cash and short-term investments comprise Cash Short-term investments	14,629,210 2,007,709	14,796,308 2,000,000
	16,636,919	16,796,308

1 Organization

The mission of United Way of the Alberta Capital Region (the United Way) is to mobilize collective action to create pathways out of poverty.

The United Way is a registered charitable organization and a public charitable foundation incorporated under the Charities Act in the Province of Alberta and as such is exempt from tax under the Income Tax Act.

2 Summary of significant accounting policies

These financial statements have been prepared by management in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO). The preparation of financial statements for the reporting period necessarily includes the use of estimates and approximations, which have been made using careful judgment. Actual results could differ from those estimates. Significant estimates and judgments include the provision for uncollectible pledges and allocation of expenses. 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.

Revenue recognition

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

- 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 partner agencies, funded non-partner agencies, partnerships addressing new and emerging needs and other registered Canadian charities.

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

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 are recognized as revenue in the year the related expenses are incurred.

Earned income

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

Investment income

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

Bequests

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

Capital contributions

- Restricted contributions for the purchase of capital assets subject to amortization will be deferred and
 recognized as revenue on the same basis as the amortization expense related to the acquired asset.
- Restricted contributions for the purchase of capital assets not subject to amortization will be recognized as
 a direct increase in net assets invested in capital assets.

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 for donated goods and services with the exception of capital contributions.

Expense recognition

Fundraising expenses

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

Program expenses

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

Allocated expenses

Expenses identifiable to fundraising or specific programs are charged directly. The remaining indirect expenses are allocated between fundraising and programs using a reasonable estimate of time spent by United Way representatives in support of that function (note 11).

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.

Campaign pledges receivable

Pledges are recorded as revenue and are 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 management's best estimate of doubtful amounts.

Included in campaign pledges receivable is an amount related to the United Way's service as a host for certain centrally coordinated campaign initiatives, whereby pledges and associated pledged funds are accumulated on behalf of other organizations. Payments to be made to other organizations in this capacity are included in accounts payable and accrued liabilities.

Due to the non-binding nature of pledges receivable, it is reasonably possible that changes in future conditions in the near term could require a material change in the recognized amount.

Capital assets

Purchased capital assets are recorded at cost less accumulated amortization. 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 and fixtures	10 years
Equipment	5 years
Computer equipment and software	3-5 years
Vehicle	3 years

Internally restricted operating funds

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

Community investment reserve

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

Operating reserve

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

Innovation reserve

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

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.

Financial instruments

The United Way's financial assets include cash and short-term investments, campaign pledges receivable and other receivables. Cash and short-term investments, campaign pledges receivable and other receivables are initially recorded at fair value and are subsequently measured at amortized cost using the effective interest rate method.

The United Way's financial liabilities include accounts payable and accrued liabilities and mortgage payable. These financial liabilities are initially recorded at fair value, net of transaction costs, and are subsequently measured at amortized cost using the effective interest rate method.

3 Capital assets

	· · · · ·		2018
	Cost \$	Accumulated amortization \$	Net \$
Land Building Furniture and fixtures Equipment Computer equipment and software Vehicle	872,615 6,345,904 770,393 31,290 1,978,344 28,988	2,265,103 687,211 25,483 1,803,406 28,988	872,615 4,080,801 83,182 5,807 174,938
	10,027,534	4,810,191	5,217,343
			2017
	Cost \$	Accumulated amortization \$	Net \$
Land Building Furniture and fixtures Equipment Computer equipment and software Vehicle	872,615 6,345,904 759,455 25,483 1,793,237 28,988	2,011,267 636,398 25,483 1,709,791 28,988	872,615 4,334,637 123,057 83,446
	9,825,682	4,411,927	5,413,755

4 Accounts payable and accrued liabilities

		2018 \$	2017 \$
	Centrally coordinated campaigns payable Vacation payable Trade accounts payable Accrued liabilities Other	742,576 341,134 248,950 221,285 65,006	862,304 308,400 287,342 261,078 67,835
		1,618,951	1,786,959
5	Deferred contributions		
		2018 \$	2017 \$
	Deferred contributions – Beginning of year Contributions received Contributions recognized as revenue	5,112,505 8,827,254 (8,475,622)	2,489,058 8,797,887 (6,174,440)
	Deferred contributions – End of year	5,464,137	5,112,505
6	Mortgage payable		
		2018 \$	2017 \$
	Mortgage payable Less. Current portion	1,340,948 (165,995)	1,497,947 (156,999)

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. For the year ended March 31, 2018, total interest expense was \$79,676 (2017 - \$88,185), of which \$6,241 (2017 - \$6,971) related to the current portion of the mortgage payable.

1,174,953

Collateral for the loan is as follows:

- 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;
- a first general assignment of rents and leases from the property; and
- a site specific general security agreement.

1,340,948

Principal repayments under the terms of the current mortgage agreement, based on similar renewal terms, for the next five years and thereafter are as follows:

	\$	
2019	165,995	
2020	175,506	
2021	185,562	
2022	196,194	
2023	207,436	
	930,693	
Thereafter	410,255	
	1,340,948	

7 Deferred capital contributions

	2018 \$	2017 \$
Deferred capital contributions – Beginning of year Contributions recognized as revenue	193,600 (11,419)	352,405 (158,805)
Deferred capital contributions – End of year	182,181	193,600

8 Internally restricted operating funds

	Community investment reserve \$	Operating reserve \$	Innovation reserve \$	Building reserve \$	Total \$
Balance - March 31, 2016	10,012,935	1,171,834	584,101	700,000	12,468,870
Transfer to reserves	8,335,214	147,466	548		8,483,228
Utilization of reserves	(10,012,935)	(150,000)	-	-	(10,162,935)
Balance - March 31, 2017	8,335,214	1,169,300	584,649	700,000	10,789,163
Transfer to reserves	8,922,048	119,753	-	-	9,041,801
Utilization of reserves	(8,335,214)	(125,000)	-		(8,460,214)
Balance – March 31, 2018	8,922,048	1,164,053	584,649	700,000	11,370,750

9 Commitments

The United Way leases warehouse premises under a seven-year operating lease, expiring October 31, 2022. The warehouse is used for its In-Kind Exchange and Community Impact programs. Lease payments required over the remaining life of the agreement are as follows:

	\$
2019	121,241
2020	125,362
2021	132,918
2022	140,131
2023	81,743
	601,395

10 Net change in non-cash working capital items

	2018 \$	2017 \$
(Increase) decrease in campaign pledges receivable Decrease (increase) in other receivables Decrease (increase) in prepaid expenses and other Decrease in accounts payable and accrued liabilities Increase in deferred contributions	(161,382) 247,434 43,205 (168,008) 351,632	632,256 (234,648) (181,309) (465,722) 2,623,447
	312,881	2,374,024

11 General management and administration expenses

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

	2018 \$	2017 \$
Salaries and benefits Education, training and recognition Meetings and mileage Professional and consulting fees and external services Advertising and promotion Office supplies and administration costs Occupancy costs	2,136,304 78,725 24,857 348,168 164,439 333,372 266,731 3,352,596	2,073,389 34,475 32,484 320,108 147,669 309,251 262,832 3,180,208
Allocated to Fundraising expenses (schedule 1) Program expenses	1,885,658 <u>1,466,938</u> 3,352,596	1,803,941 1,376,267 3,180,208

12 Pension plan

The 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 ended March 31, 2018 was \$180,949 (2017 – \$187,155).

13 Financial risk management

Credit risk

The United Way is subject to credit risk with respect to campaign pledges receivable. However, the 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 the United Way is not exposed to significant credit risk in excess of the provision for doubtful pledges as at the statement of financial position date.

Interest rate risk

The United Way is potentially subject to concentrations of interest rate risk principally with its short-term investments. Management monitors these accounts regularly and is reasonably assured the United Way is not exposed to significant interest rate risk.

Liquidity risk

The 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, the 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 of the Alberta Capital Region

Schedule of Fundraising Expenses For the year ended March 31, 2018

	2018	2017
	\$	\$
Direct expenses		
Salaries and benefits	2,072,260	2,163,906
Education, training and recognition	14,812	10,818
Meetings and mileage	31,579	30,536
Professional and consulting fees and external services	149,652	245,714
Advertising and promotion	534,390	458,046
Office supplies and administration costs	14,318	23,419
	2,817,011	2,932,439
Cost recovery	(313,160)	(320,073)
	2,503,851	2,612,366
General management and administration (note 11)	1,885,658	1,803,941
	4,389,509	4,416,307

United Way of the Alberta Capital Region

Schedule of Community Allocations

For the year ended March 31, 2018

Funded partnersBen Calf Robe Society37,12837,128Bissell Centre371,194363,916Boys & Girls Clubs Big Brothers Big Sisters of Edmonton and Area606,408594,518Boys and Girls Club of Fort Saskatchewan73,65272,208Boys and Girls Club of Leduc53,06052,020Canadian Mental Health Association – Edmonton Region710,787755,672Canadian Red Cross Society173,033173,033Centre for Family Literacy173,035170,544Compass Centre for Sexual Wellness96,57094,676Connect Society209,644205,533Edmonton Epilepsy Association162,60099,509Edmonton Gleaners Association122,80099,509Edmonton John Howard Society322,870316,540Edmonton Social Planning Council215,987211,752Elizabeth Fry Society of Edmonton24,91862,421Elizabeth Fry Society of Edmonton28,870166,740Jewish Family Resource Centre110,037128,484Leduc and District Food Bank Association41,61640,800Norwood Child and Family Resource Centre131,037128,467Operation Friendship Seniors Society90,90589,167Seniors Association of Greater Edmonton – SAGE Seniors Association28,83896,900Sexual Association of Aberta243,372243,372243,372Leduc and District Food Bank Association28,83896,90089,167Seniors Association of Greater Edmonton – SAGE Seniors	2018 \$	2017 \$
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United Way of the Alberta Capital Region

Schedule of Community Allocations ...continued For the year ended March 31, 2018

2018 2017 \$ \$ Community partnerships and initiatives 75th Anniversary School Grants and Student Engagement 44,000 Aboriginal Counselling Services of Alberta 52,020 51,000 All in for Youth 1,848,556 1,217,387 **Bent Arrow Traditional Healing Society** 153,000 150,000 **Boyle Street Community Services** 83,232 81,600 Centre to End All Sexual Exploitation 52,020 51,000 **Community Bridge Program** 75,000 150,000 **Community Development Corporation** 50,000 Community Pathways out of Poverty 5,000 47,653 Community University Partnership for the Study of Children, Youth & Families 36,414 35,700 Community University Partnership - Education and Advocacy for the Early Years 130,000 115,000 Corporate engagement projects 20,985 29,015 Direct Energy Emergency Fund 146,250 Donate A Ride 159,417 250,349 **Drop-In Counselling** 60,000 60,000 Edmonton Chamber of Voluntary Organizations 32,460 31,824 Edmonton Community Foundation 22,528 71,115 Edmonton Safe ID Storage Service 37,454 36,720 Edmonton School Lunch 87,671 138,960 Edmonton Seniors Coordinating Council 21,848 21,420 270,060 Empower U 269,584 Fort Saskatchewan - Regional Partnership 55,000 55,000 Inner City Agencies Foundation 50,724 54,317 Institute for Sexual Minority Studies and Services 26,010 25,500 Leduc - Regional Partnership 50,000 M.A.P.S. Alberta Capital Region Ltd. 78.030 76,500 Make it, Bake it, Grow it 4,000 Native Counselling Services of Alberta 33,293 32,640 Neighbourhood Empowerment Team 321,420 315,118 Northern Alberta Wildfires Appeal 291,911 1,324,100 Partners for Kids 1,324,100 **REACH Out of School Time** 30,000 367,514 12,484 St. Albert Food Bank and Community Village 12,240 St. Albert - Regional Partnership 55,000 Strathcona County - Regional Partnership 55,000 The Today Family Violence Help Centre 78,030 76,500 Subtotal - Community partnerships and initiatives 6,076,887 4,923,786 13,974,734 12,836,154

United Way of the Alberta Capital Region

Schedule of United Way Programs and Initiatives For the year ended March 31, 2018

	2018 \$	2017 \$
Programs and initiatives		
Communities United	131,935	68,857
Community Building and Engagement	866,256	866,273
Community Investment Accountability	623,705	623,717
Community Impact Programs	888,844	909,238
End Poverty Edmonton	303,314	-
Financial Pathways Collaborative	37,844	41,574
In-Kind Exchange	605,278	585,485
Kid Kit ®	94,271	128,930
Mental Health Continuum of Support	222,777	144,395
Labour Partnership	181,212	170,882
Provincial Implementation of Community Mental Health and Addiction		
Action – 10 Steps Towards a Better Future for All	406,114	-
Public Education and Advocacy	242,552	242,557
Skills for Psychological Recovery Training	45,818	,00.
United Way of Canada	213,719	207,772
<i>i</i>		
	4,863,639	3,989,680