Financial Statements March 31, 2019



Independent auditor's report

To the Members of United Way of the Alberta Capital Region

Our opinion

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of United Way of the Alberta Capital Region (the Organization) as at March 31, 2019 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.

What we have audited

The Organization's financial statements comprise:

- the statement of financial position as at March 31, 2019;
- the statement of changes in net assets for the year then ended;
- the statement of operations for the year then ended;
- the statement of cash flows for the year then ended; and
- the notes to the financial statements, which include a summary of significant accounting policies.

Basis for opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Independence

We are independent of the Organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada. We have fulfilled our other ethical responsibilities in accordance with these requirements.

Responsibilities of management and those charged with governance for the financial statements

Management is responsible for the preparation and fair presentation of the 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.

PricewaterhouseCoopers LLP

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In preparing the financial statements, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization's financial reporting process.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.



• Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Pricewaterhouse Coopers LLP

Chartered Professional Accountants

Edmonton, Alberta June 11, 2019

Statement of Financial Position As at March 31, 2019

	2019 \$	2018 \$
Assets		
Current assets Cash and short-term investments Campaign pledges receivable Other receivables Prepaid expenses and other	18,099,464 6,299,015 272,395 356,213	16,636,919 6,785,498 95,853 340,288
	25,027,087	23,858,558
Capital assets (note 4)	4,923,704	5,217,343
	29,950,791	29,075,901
Liabilities		
Current liabilities Accounts payable and accrued liabilities (note 5) Deferred contributions (note 6) Mortgage payable (note 7)	1,645,313 8,193,002 1,174,953 11,013,268	1,618,951 5,464,137 165,995 7,249,083
Mortgage payable (note 7)	-	1,174,953
Deferred capital contributions (note 8)	170,761	182,181
	11,184,029	8,606,217
Net Assets		
Unrestricted	6,016,044	5,404,720
Internally restricted investment in capital assets	3,577,990	3,694,214
Internally restricted operating funds (note 9)	9,172,728	11,370,750
	18,766,762	20,469,684
	29,950,791	29,075,901

Commitments (note 10)

Approved by the Board of Directors _____ Director -10 Director

Statement of Changes in Net Assets

For the year ended March 31, 2019

	Unrestricted \$	Internally restricted investment in capital assets \$	Internally restricted operating funds \$ (note 9)	Total net assets \$
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 asset 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
Deficiency of revenue over expenses for the year Transfer to reserves Utilization of reserves Purchase of capital assets Mortgage repayment	(1,311,556) (6,774,026) 8,972,048 (109,147) (165,995)	(391,366) - 109,147 165,995	6,774,026 (8,972,048) - -	(1,702,922) - - - - -
Balance – March 31, 2019	6,016,044	3,577,990	9,172,728	18,766,762

Statement of Operations

For the year ended March 31, 2019

	2019 \$	2018 \$
Revenue Contributions and pledges (note 3) Provision for uncollectible pledges	20,292,521 (223,739)	22,716,412 (465,045)
Grant revenue Investment income Earned income Other revenue	20,068,782 3,524,980 220,731 119,387 20,318	22,251,367 3,282,889 130,598 85,751 14,230
Fundraising expenses (schedule 1)	23,954,198 4,807,368	25,764,835 4,570,921
	19,146,830	21,193,914
Program expenses Community allocations (schedule 2) United Way programs and initiatives (schedule 3) Partner and non-partner designations	12,514,265 5,671,518 2,663,969	13,970,734 5,073,071 2,650,373
	20,849,752	21,694,178
Deficiency of revenue over expenses for the year	(1,702,922)	(500,264)

Statement of Cash Flows For the year ended March 31, 2019

	2019 \$	2018 \$
Cash provided by (used in)		
Operating activities Deficiency of revenue over expenses for the year Item not affecting cash	(1,702,922)	(500,264)
Amortization expense	391,366	386,844
Net change in non-cash working capital items (note 11)	(1,311,556) 3,049,243	(113,420) 312,881
	1,737,687	199,461
Investing activities Purchase of capital assets	(109,147)	(201,851)
Financing activities Mortgage repayment	(165,995)	(156,999)
Change in cash and short-term investments during the year	1,462,545	(159,389)
Cash and short-term investments – Beginning of year	16,636,919	16,796,308
Cash and short-term investments – End of year	18,099,464	16,636,919
Cash and short-term investments comprise		
Cash Short-term investments	16,053,071 2,046,393	14,629,210 2,007,709
	18,099,464	16,636,919

Notes to Financial Statements March 31, 2019

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 (Canada).

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 the 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 the 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 the United Way representatives in support of that function (note 12).

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 or redeemable on demand.

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 the United Way's 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 their 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 Gross campaign revenue

	2019 \$	2018 \$
Annual campaign revenue Funds transferred from other United Ways Funds transferred to other United Ways	18,641,443 2,275,202 (624,124)	21,062,735 2,350,199 (696,522)
	20,292,521	22,716,412

4 Capital assets

			2019
	Cost \$	Accumulated amortization \$	Net \$
Land Building Furniture and fixtures Equipment Computer equipment and software Vehicle	872,615 6,345,904 770,393 31,290 2,087,491 28,988	2,518,939 735,683 25,483 1,903,884 28,988	872,615 3,826,965 34,710 5,807 183,607
	10,136,681	5,212,977	4,923,704

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Notes to Financial Statements March 31, 2019

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			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	2,265,103 687,211 25,483 1,803,406	872,615 4,080,801 83,182 5,807 174,938
Venicie	<u>28,988</u> 10,027,534	<u>28,988</u> 4,810,191	5,217,343
Accounts payable and accrued liabilities			
		2019 \$	2018 \$
Centrally coordinated campaigns payable Vacation payable Trade accounts payable Accrued liabilities Other		740,150 342,725 245,741 246,821 <u>69,876</u>	742,576 341,134 248,950 221,285 65,006
		1,645,313	1,618,951
Deferred contributions			
		2019 \$	2018 \$
Deferred contributions – Beginning of year Contributions received Contributions recognized as revenue		5,464,137 11,381,010 (8,652,145)	5,112,505 8,827,254 (8,475,622)
Deferred contributions – End of year		8,193,002	5,464,137
Mortgage payable			
		2019 \$	2018 \$
Mortgage payable Less: Current portion		1,174,953 1,174,953	1,340,948 165,995
			1,174,953

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, 2019, total interest expense was \$69,903 (2018 - \$79,676).

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.

8 Deferred capital contributions

	2019 \$	2018 \$
Deferred capital contributions – Beginning of year Contributions recognized as revenue	182,181 (11,420)	193,600 (11,419)
Deferred capital contributions – End of year	170,761	182,181

9 Internally restricted operating funds

	Community investment reserve \$	Operating reserve \$	Innovation reserve \$	Building reserve \$	Total \$
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
Transfer to reserves	6,758,926	15,100	-	-	6,774,026
Utilization of reserves	(8,922,048)	(50,000)	-	-	(8,972,048)
Balance – March 31, 2019	6,758,926	1,129,153	584,649	700,000	9,172,728

10 Commitments

The United Way leases office equipment and 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 agreements are as follows:

		\$
2020 2021 2022 2023 2024		143,362 150,918 158,131 99,743 18,000
	-	570,154

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Notes to Financial Statements March 31, 2019

11 Net change in non-cash working capital items

	2019 \$	2018 \$
Decrease (increase) in campaign pledges receivable	486,483	(161,382)
(Increase) decrease in other receivables	(176,542)	247,434
(Increase) decrease in prepaid expenses and other	(15,925)	43,205
Increase (decrease) in accounts payable and accrued liabilities	26,362	(168,008)
Increase in deferred contributions	2,728,865	<u>`351,632´</u>
	3,049,243	312,881

12 General management and administration expenses

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

	2019 \$	2018 \$
Salaries and benefits	2,125,190	2,136,304
Education, training and recognition	115,087	78,725
Meetings and mileage	11,108	24,857
Professional and consulting fees and external services	575,428	348,168
Advertising and promotion	124,741	164,439
Office supplies and administration costs	328,663	333,372
Occupancy costs	304,345	266,731
Amortization expense	391,366	386,844
	3,975,928	3,739,440
Allocated to		
Fundraising expenses (schedule 1)	2,235,248	2,067,070
Program expenses	1,740,680	1,672,370
		·
	3,975,928	3,739,440

13 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, 2019 was \$176,118 (2018 – \$180,949).

14 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 revenue, grants and income from its investments and expects to continue to meet future requirements through these sources.

15 Comparative figures

Certain comparative figures have been reclassified to conform to the current year presentation.

Schedule of Fundraising Expenses

	2019 \$	2018 \$
Direct expenses 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	2,204,399 15,550 34,962 154,188 469,096 24,231	2,072,260 14,812 31,579 149,652 534,390 14,318
Cost recovery General management and administration (note 12)	2,902,426 (330,306) 2,572,120 2,235,248	2,817,011 (313,160) 2,503,851 2,067,070
	4,807,368	4,570,921

Schedule of Community Allocations

	2019 \$	2018 \$
Funded partners		
Aboriginal Counselling Services of Alberta	52,020	52,020
Ben Calf Robe Society	37,128	37,128
Bent Arrow Traditional Healing Society	153,000	153,000
Bissell Centre	371,194	371,194
Boyle Street Service Society	120,686	120,686
Boys & Girls Clubs Big Brothers Big Sisters of Edmonton and Area	771,408	606,408
Boys and Girls Club of Leduc	53,060	53,060
Centre to End All Sexual Exploitation	52,020	52,020
Community University Partnership – University of Alberta	166,414	166,414
Canadian Mental Health Association – Edmonton Region	632,510	770,787
Canadian National Institute for the Blind	95,875	212,567
Canadian Red Cross Society	43,258	173,033
Centre for Family Literacy	173,955	173,955
Compass Centre for Sexual Wellness	85,271	96,570
Connect Society	209,644	209,644
e4c	273,161	299,428
Edmonton Chamber of Voluntary Organizations	32,460	32,460
Edmonton Epilepsy Association	-	24,918
Edmonton Gleaners Association	113,125	152,500
Edmonton John Howard Society	322,870	322,870
Edmonton Mennonite Centre for Newcomers	85,230	120,421
Edmonton Seniors Coordinating Council	21,848	21,848
Edmonton Social Planning Council	215,976	215,987
Elizabeth Fry Society of Edmonton	121,604	124,848
Fort Saskatchewan Boys and Girls Club	73,652	73,652
Gateway Association for Community Living	98,921	98,921
Goodwill Industries of Alberta	-	82,870
Institute for Sexual Minority Studies and Services	26,010	26,010
Jewish Family Services	205,495	205,495
KARA Family Resource Centre	115,946	115,946
Leduc and District Food Bank Association	41,616	41,616
M.A.P.S. Alberta Capital Region Ltd.	56,913	78,030
Native Counselling Services of Alberta	33,293	33,293
Norwood Child and Family Resource Centre	131,037	131,037
Operation Friendship Seniors Society	274,288	274,288
Project Adult Literacy Society	90,950	90,950
Seniors Association of Greater Edmonton – SAGE Seniors Association	98,838	98,838
Sexual Assault Centre of Edmonton	257,821	281,283
Spinal Cord Injury Association of Alberta	151,968	243,372
St. Albert Community Information & Volunteer Centre	25,347	44,410
St. Albert Family Resource Centre	78,226	78,226
St. Albert Food Bank and Community Village	- · - · -	12,484
Strathcona Shelter Society – "A Safe Place"	81,817	81,817
Terra Centre for Teen Parents	268,148	268,148
The Arthritis Society – Alberta and Northwest Territories Division	-	25,225
The Family Centre of Northern Alberta (Association)	1,122,241	1,244,701
The Today Family Violence Help Centre	78,030	78,030
YMCA of Northern Alberta	380,994	380,994
YWCA of Edmonton	219,225	219,225
Youth Empowerment and Support Services	232,935	232,935
Subtotal – Funded partners	8,347,428	9,105,562

Schedule of Community Allocations ...continued

	2019 \$	2018 \$
Community partnerships and initiatives		
All in for Youth	3,330,868	3,540,170
Community Bridge Program	-	75,000
Community Development Corporation	50,000	50,000
Community Pathways out of Poverty	2,500	5,000
Corporate engagement projects	-	20,985
Direct Energy Emergency Fund	78,750	146,250
Donate A Ride	84,228	250,349
Edmonton Community Foundation	48,278	22,528
Edmonton School Lunch	42,832	87,671
Empower U	278,635	269,584
Fort Saskatchewan – Regional Partnership	44,000	55,000
Inner City Agencies Foundation	46,746	50,724
Leduc – Regional Partnership	50,000	-
Northern Alberta Wildfires Appeal	-	291,911
St. Albert – Regional Partnership	55,000	-
Strathcona County – Regional Partnership	55,000	-
Subtotal – Community partnerships and initiatives	4,166,837	4,865,172
	12,514,265	13,970,734

Schedule of United Way Programs and Initiatives

	2019 \$	2018 \$
Programs and initiatives Communities United Community Building and Engagement Community Investment Accountability Community Impact Programs End Poverty Edmonton Financial Pathways Collaborative	₽ 245,879 911,249 656,099 978,059 873,231 35,588	135,935 922,373 664,109 933,737 303,314 37,844
In-Kind Exchange Kid Kit ® Mental Health Continuum of Support Labour Partnership Provincial Implementation of Community Mental Health and Addiction	627,217 101,648 188,477 199,664	642,360 94,271 222,777 192,435
Action – 10 Steps Towards a Better Future for All Public Education and Advocacy Skills for Psychological Recovery Training United Way of Canada	397,836 255,151 - 201,420	406,114 258,265 45,818 213,719
	5,671,518	5,073,071