United Way of Sarnia-Lambton Financial Statements December 31, 2023

**Contents** For the year ended December 31, 2023

### Page

#### Independent Auditor's Report

Fi	nancial Statements	
	Statement of Financial Position	. 1
	Statement of Operations	. 2
	Statement of Changes in Net Assets	. 3
	Statement of Cash Flows	
N	otes to the Financial Statements	5
S	chedules	
	Schedule 1 - General and Administrative Expenditures	. 11
	Schedule 2 - Fundraising Expenditures	12
	Schedule 3 - Program Expenditures	13
	Schedule 4 - Allocation of Expenditures	14

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To the Members of United Way of Sarnia-Lambton:

#### **Qualified Opinion**

We have audited the financial statements of United Way of Sarnia-Lambton (the "Charity"), which comprise the statement of financial position as at December 31, 2023, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Charity as at December 31, 2023, and its financial performance and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

#### Basis for Qualified Opinion

In common with many not-for-profit organizations, The United Way Sarnia-Lambton derives revenue from donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our audit of these revenues was limited to the amounts recorded in the records of the Charity, and we were not able to determine whether any adjustments might be necessary to contribution revenues, excess of revenues over expenses and cash flows for the years ended December 31, 2023 and December 31, 2022, current assets and net assets as at December 31, 2023 and December 31, 2022.

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 are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

#### Other Matter

The financial statement for the year ended December 31, 2022 were audited by another auditor who expressed a qualified opinion on those statements on April 13, 2023 for the reasons described in the Basis for Qualified opinion paragraph.

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.

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In preparing the financial statements, management is responsible for assessing the Charity'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 Charity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Charity'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 Charity'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 Charity'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 Charity 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.

MNPLLP

Chartered Professional Accountants Licensed Public Accountants

Sarnia, Ontario June 20, 2024



**Statement of Financial Position** 

As at December 31, 2023

	2023	202
Assets		
Current		
Cash	530,657	590,199
Pledges receivable (Note 4)	289,514	358,393
Interest receivable	5,174	13,338
Accounts receivable	5,993	5,129
Marketable securities (Note 6)	1,489,254	1,501,385
Inventory	1,810	1,810
Due from Sarnia-Lambton Future Fund Foundation (Note 5)	120,126	95,451
	2,442,528	2,565,705
Capital assets (Note 7)	8,772	7,378
	2,451,300	2,573,083
Liabilities		
Current		
Accounts payable and accruals (Note 8)	128,958	116,259
Deferred contributions (Note 9)	1,572,773	1,540,933
	1,701,731	1,657,192
Commitments (Note 10)		
Subsequent events (Note 12)		
Net Assets	749,569	915,891
	2,451,300	2,573,083

Approved on behalf of the Board

Director reside

Brective Director

The accompanying notes are an integral part of these financial statements

Statement of Operations For the year ended December 31, 2023

	2023	2022
Revenue		
Campaign revenue		
Contributions	1,481,863	1,755,917
Uncollectible pledges and other adjustments	(28,489)	(21,939)
	1,453,374	1,733,978
Other income		
Grant income	378,894	-
Investment income	66,842	96,527
Day of caring	3,098	3,500
Sarnia-Lambton Future Fund donation	118,000	105,000
Bingo	23,524	16,312
Other campaign income	19,743	12,164
Ascend 50/50	-	4,680
	610,101	238,183
	2,063,475	1,972,161
Fundraising expenditures (Schedule 2)	313,019	337,533
Revenue available for program allocations	1,750,456	1,634,628
Donations to Sarnia-Lambton Future Fund Foundation (Note 5)	(10,660)	(3,660)
Program expenditures (Schedule 3)	1,779,987	1,577,342
(Deficiency) excess of revenue over expenses	(40,191)	53,626

The accompanying notes are an integral part of these financial statements

# United Way of Sarnia-Lambton Statement of Changes in Net Assets

For the year ended December 31, 2023

	2023	2022
		0.010.000
Net assets beginning of year	915,891	3,946,623
(Deficiency) excess of revenue over expenses	(40,191)	53,626
	875,700	4,000,249
Transfer to Sarnia-Lambton Future Fund Foundation		(2,834,907)
Unrealized loss on investments	(126,131)	(249,451)
Net assets, end of year	749,569	915,891

The accompanying notes are an integral part of these financial statements

**Statement of Cash Flows** 

	2023	2022
Cash provided by (used for) the following activities		
Operating		
(Deficiency) excess of revenue over expenses	(40,191)	53,626
Amortization	2,719	2,963
	(37,472)	56,589
Changes in working capital accounts	(01,112)	00,000
Pledges receivable	68,879	344,412
Accrued interest	8,164	18,164
Accounts receivable	(864)	(1,296)
Accounts payable and accruals	12,700	1,405
Deferred contributions	31,840	(301,420)
	83,247	117,854
Investing		
Investing Advances to Sarnia-Lambton Future Fund Foundation	(24,675)	(95,451)
Purchase of capital assets	(24,075) (4,114)	(95,451)
Net proceeds (purchases) of investments	(4,114)	65,667
	(142,790)	(20.794)
	(142,789)	(29,784)
(Decrease) increase in cash	(59,542)	88.070
Cash, beginning of year	590,199	502,129
Cash, end of year	530,657	590,199

#### 1. Incorporation and nature of the organization

United Way of Sarnia-Lambton (the "Charity") is a local organization engaged in raising and distributing of funds to charitable programs in Sarnia-Lambton. The Chairty was incorporated under the laws of the Province of Ontario. It has been granted tax exempt status as a registered charity and is classifed as a charitable organization under section 149, paragraph 149 (1) of the Income Tax Act.

#### 2. Change in accounting policies

Effective January 1, 2023, the Charity voluntarily changed its accounting policy with respect to their method of accounting from the restricted fund method to the deferral method no fund accounting due to the separation of the Sarnia-Lambton Future Fund Foundation.

The change in accounting policy was made retrospectively.

The application of this change in accounting policy did not have a material impact on the financial statements of the Charity.

#### 3. Significant accounting policies

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations set out in Part III of the CPA Canada Handbook - Accounting, as issued by the Accounting Standards Board in Canada and include the following significant accounting policies:

#### Cash and cash equivalents

Cash and cash equivalents include balances with banks and short-term investments with maturities of three months or less.

#### Inventory

Inventory is valued at the lower of cost and net realizable value. Cost is determined by the first in, first out method. Net realizable value is the estimated selling price in the ordinary course of business, less estimated costs of completion and selling costs.

#### Capital assets

#### Capital assets are recorded at cost.

The Charity provides for amortization using the declining balance method at rates intended to amortize the cost of assets over their estimated useful lives. One-half year's amortization is expensed in the year of acquisition.

	Method	Rate
Computer equipment	declining balance	30 %
Office furniture and fixtures	declining balance	20 %
Office equipment	declining balance	30 %

#### Revenue recognition

The Charity follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. 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.

As part of its annual fundraising campaign, the Charity received \$1,506,745 (2022 - \$1,451,562) in pledges. These amounts are recorded as deferred revenue when the Charity is advised of the pledge. The pledge is then recorded as revenue in the the year the funds are intended to be disbursed to the community in accordance with the Community Investment Model. Of this amount, \$289,669 (2022 - \$327,430) were not received by year end and were included in pledges receivable in the statement of financial position.

Unrestricted investment income is recognized as revenue when earned. Investment income included dividends, interest, and realized gain/losses and the net change in unrealized gain/losses for the year and are recognized on an accrual basis as a direct reduction to net assets.

#### 3. Significant accounting policies (Continued from previous page)

#### Revenue recognition (Continued from previous page)

All government grants are restricted and are recognized as revenue over the term of the contract or in the year in which the related expenses are incurred, as applicable.

Other income, including Day of Caring, Bingo, Ascend 50/50, and other campaign income, is recognized as revenue when earned.

#### Measurement uncertainty (use of estimates)

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period.

By their nature, these judgments are subject to measurement uncertainty, and the effect on the financial statements of changes in such estimates and assumptions in future years could be significant. These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in excess of revenues over expenses in the year in which they become known. Significant estimates include useful lives of capital assets and allowance for doubtful pledges.

#### Allocation of expenses

The Charity engages in fundraising and program projects and costs directly related to each project are allocated directly to the corresponding project. Costs not directly related to each project are allocated as per Schedule 4. The Charity also incurs a number of general and administrative expenditures associated with the governing and operating of the Charity that are allocated 68% to fundraising and 32% to program (See Schedule 1).

#### Financial instruments

The Charity recognizes financial instruments when the Charity becomes party to the contractual provisions of the financial instrument.

#### Arm's length financial instruments

Financial instruments originated/acquired or issued/assumed in an arm's length transaction ("arm's length financial instruments") are initially recorded at their fair value.

At initial recognition, the Charity may irrevocably elect to subsequently measure any arm's length financial instrument at fair value. The Charity has not made such an election during the year.Short-term investments has been designated to be subsequently measured at its fair value. Fair value is determined by published price quotations.

The Charity subsequently measures investments in equity instruments quoted in an active market at fair value. Fair value is determined by published price quotations with any changes in fair value reported in the statement of changes in net assets. Investments in equity instruments not quoted in an active market and derivatives that are linked to, and must be settled by delivery of, unquoted equity instruments of another entity, are subsequently measured at cost less impairment. With the exception of financial liabilities indexed to a measure of the Charity's performance or value of its equity and those instruments designated at fair value, all other financial assets and liabilities are subsequently measured at amortized cost.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in excess of revenues over expenses. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at cost or amortized cost.

#### 3. Significant accounting policies (Continued from previous page)

#### *Financial instruments* (Continued from previous page)

#### Related party financial instruments

The Charity initially measures related party financial instruments are measured at cost on initial recognition. When the financial instrument has repayment terms, cost is determined using the undiscounted cash flows, excluding interest, dividend, variable and contingent payments, less any impairment losses previously recognized by the transferor. When the financial instrument does not have repayment terms, but the consideration transferred has repayment terms, cost is determined based on the repayment terms of the consideration transferred. When the financial instrument and the consideration transferred both do not have repayment terms, the cost is equal to the carrying or exchange amount of the consideration transferred or received (refer to Note 5).

At initial recognition, the Charity may elect to subsequently measure related party debt instruments that are quoted in active market, or that have observable inputs significant to the determination of fair value, at fair value.

The Charity subsequently measures financial instruments that were initially measured at cost and derivatives that are linked to, and must be settled by, delivery of unquoted equity instruments of another entity, are subsequently measured using the cost method less any reduction for impairment.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of related party financial instruments are immediately recognized in excess of revenues over expenses.

#### Financial asset impairment

The Charity assesses impairment of all its financial assets measured at cost or amortized cost. The Charity groups assets for impairment testing when available information is not sufficient to permit identification of each individually impaired financial asset in the group; there are numerous assets affected by the same factors; no asset is individually significant, etc. Management considers whether the issuer is having significant financial difficulty; whether there has been a breach in contract, such as a default or delinquency in interest or principal payments; etc. in determining whether objective evidence of impairment exists. When there is an indication of impairment, the Charity determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year.

With the exception of related party debt instruments initially measured at cost, the Charity reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets at the statement of financial position date; and the amount expected to be realized by exercising any rights to collateral held against those assets.

For related party debt instruments initially measured at cost, the Charity reduces the carrying amount of the asset (or group of assets), to the highest of: the undiscounted cash flows expected to be generated by holding the asset, or group of similar assets, excluding the interest and dividend payments of the instrument; the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets at the statement of financial position date; and the amount expected to be realized by exercising any rights to collateral held against those assets.

Any impairment, which is not considered temporary, is included in current year excess of revenues over expenses.

The Charity reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in excess of revenues over expenses in the year the reversal occurs.

#### Contributed services

A substantial number of unpaid volunteers have made significant contributions of their time in the furtherance of the Charity. the value of this contributed time is not included in these financial statements.

#### **Controlled foundation**

The Charity is in control of the Sarnia-Lambton Future Fund Foundation since the Charity's management is closely involved in developing Sarnia-Lambton Future Fund Foundation's policies and can influence their content. Sarnia-Lambton Future Fund Foundation wa created to raise funds to finance the United Way of Sarnia-Lambton.

#### 4. Accounts receivable

	2023	2022
Pledges receivable Allowance for doubtful pledges	301,914 (12,400)	358,393
	289,514	358,393

#### 5. Due from Sarnia-Lambton Future Fund Foundation

The balance due from the Sarnia-Lambton Future Fund Foundation is non-interest bearing, unsecured and is due on demand.

Donations paid to the Sarnia-Lambton Future Fund Foundation include memorial or non-directed one-time gifts received by the organization and approved by the Board of Directors to be transfered to the Sarnia-Lambton Future Fund Foundation. During the year, the Board of Directoes approved donations to the Sarnia Lambton Future Fund Foundation totalling \$10,660 (2022 - \$3,660)

Donations received from the Sarnia-Lambton Future Fund Foundation represents 3.5% of the Sarnia-Lambton Future Fund Foundation's long-term investments pervious year October 31st balance. The donation is made to assist in funding the member agencies and to offset administration costs incurred by the organization. During the year, United Way of Sarnia-Lambton received a donation totalling \$118,000 (2022 - \$105,000) from the Sarnia-Lambton Future Fund Foundation.

#### 6. Marketable securities

	2023	2022
<b>Measured at fair value:</b> Marketable securities (cost 2023 - \$1,676,581, 2022 - \$1,562,581)	1,489,254	1,501,385

#### 7. Capital assets

	Cost	Accumulated amortization	2023 Net book value	2022 Net book value
Computer equipment	26,385	19,909	6,476	4,257
Office furniture and fixtures	19,724	18,831	893	1,116
Office equipment	44,409	43,006	1,403	2,005
	90,518	81,746	8,772	7,378

Amortization expense for the year amounted to \$2,719 (2022 - \$2,963).

#### 8. Accounts payable and accruals

Accounts payable is comprized of the following:

	2023	2022
Trade accounts payable Government remittances payable Donor option payable	22,054 6,455 100,449	5,591 11,332 99,336
	128,958	116,259

#### 9. Deferred contributions

Deferred revenue represents monies received and pledged to be received during the year that relates to the distribution of funds to charitable progams in the subsequent fiscal year. The change in the deferred revenue balance for the year is as follows:

	2023	2022
Balance, beginning of year	1,540,933	1,842,353
Amount received during the year	1,513,703	1,438,993
Less: Amount recognized as revenue during the year	(1,481,863)	(1,740,413)
Balance, end of year	1,572,773	1,540,933

#### 10. Commitments

The Charity leases a premises for an initial term of 10 years and 4 months commencing on April 1, 2019 and expiring July 31, 2029. The lease is an absolute net lease with an option to renew for 2 additional term(s) of 5 years (each).

Future minimum payments required for the premises lease over the next 5 years are as follows:

for the premises lease over t	ne next 5 years are as folio
2024	21,318
2025	21,318
2026	21,318
2027	21,318
2028	21,318
Thereafter	12,436
н <sup>- 4</sup>	119,026

The Charity has entered into funding agreements with member agencies whereby it has committed to regular payments to the end of March 2025. Total committed payments are \$1,119,868 for 2024 and \$282,674 for 2025.

The Charity holds a membership with the United Way of Canada and is required to pay 1% of donation revenues as part of its membership agreement. Membership agreements are renewed annually.

#### 11. Financial instruments

The Charity, as part of its operations, carries a number of financial instruments. It is management's opinion that the Charity is not exposed to significant interest, currency, credit, liquidity or other price risks arising from these financial instruments except as otherwise disclosed.

#### Credit Risk

Credit risk is the risk of financial loss because a counter party to a financial instrument fails to discharge its contractual obligations. The Charity monitors its accounts receivable and pledges receivable, regularly and establishes allowances for doubtful accounts as needed. The Charity is also exposed to a concentration of credit risk arising from the majority of its bank accounts being held at one financial instituition. There have not been any changes in the risk from the prior year.

#### Liquidity risk

Liquidity risk is the risk that the Charity will not be able to meet its obligations as they become due. The Charity is exposed to this risk mainly in respect of its accounts payable or agency funding and accrued liabilities and deferred revenue. The Charity manages this risk by establishing budgets and funding plans to fund its expenses. Cash is held in an interest bearing account which provides a rate of return as well as liquidity. In the opinion of management, the liquidity risk exposure to the Charity is low and immaterial. There have not been any changes in the risk from the prior year.

#### 11. Financial instruments (Continued from previous page)

#### Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. Changes in market interest rates may have an effect on the cash flows associated with some financial assets and liabilities, known as cash flow risk, and on the fair value of other financial assets or liabilities, known as price risk.

The Charity is exposed to interest rate cash flow risk with respect to fixed interest rate financial instruments, relating to its short term investments. The Charity's primary objective is to ensure security of principal amounts invested and provide for a high degree of liquidity, while achieving a satisfactory return. Treasury risk management policies specify various investment parameters including eligible types of investment, maximum maturity dates, maximum exposure by counterparties and maximum credit ratings. The Charity mitigates interest rate risk on investments by diversifying the duration of the fixed income investments that are held at a given time. The Charity is exposed to interest rate risk as it does have fixed and floating rate financial instruments as described in note 6. There have not been any changes in the risk from the prior year.

#### Other price risk

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The Charity is exposed to other price risk through its investments in quoted shares. The Charity manages other price risk through its asset allocation and maintaining a portfolio that is well diversified on both a geographic and industry sector basis. There have not been any changes in the risk from the prior year.

#### 12. Subsequent event

Subsequently, the Board approved the fiscal 2024 donation from the Sarnia-Lambton Future Fund Foundation to the United Way Sarnia-Lambton in the amount of \$105,440 based on a board approved rate of 3.5% of investments held.

#### 13. Comparative figures

Certain comparative figures have been reclassified to conform with current year presentation. These changes do not effect prior year excess of revenues over expenses.

### Schedule 1 - General and Administrative Expenditures

	2023	2022
Amortization	\$ 2,719	\$ 2,963
Bank charges	3,648	4,031
Computer supplies and subscriptions	3,835	5,875
Conference and travel	276	288
Equipment rentals	3,461	3,255
Insurance	2,475	2,665
Meetings	287	139
Mileage	1,579	966
Office supplies	3,235	1,718
Postage	959	1,255
Printing	783	696
Professional fees	8,384	3,326
Rent	9,546	10,208
Salaries and employee benefits	100,566	109,013
Telephone	1,407	1,627
Volunteer appreciation	240	210
Website and advertising	4,524	5,331
	\$ 147,926	\$ 153,566
Allocation to fundraising expenditure (Schedule 2)	(100,590)	(104,425)
Allocation to program expenditure (Schedule 3)	(47,336)	(49,141)
	\$ -	\$ -

### **Schedule 2 - Fundraising Expenditures**

	 2023	 2022
Ascend 50/50	\$	\$ 15,208
Bank charges	3,648	4,031
Computer supplies and subscriptions	3,835	5,875
Conference and travel	337	352
Equipment rentals	3,461	3,255
Insurance	2,475	2,665
Meetings	287	140
Mileage	1,579	966
Office supplies	3,235	1,718
Postage	4,590	6,008
Printing	2,349	2,089
Professional fees	8,384	3,326
Rent	9,546	10,208
Salaries and employee benefits	152,861	165,700
Special events	8,132	3,740
Telephone	1,407	1,627
Training	979	-
Volunteer appreciation	233	202
Website and advertising	5,090	5,997
	\$ 212,429	\$ 233,108
Allocation from general and administrative expenditures (Schedule 1)	100,590	104,425
	\$ 313,019	\$ 337,533

### Schedule 3 - Program Expenditures

For the year ended December 31, 2023

a contract and the second s	2023	2022
Allocation to non-member agencies	\$ 89,051	\$ 97,265
Bank charges	1,288	1,423
Community investments	1,081,274	1,190,207
Computer supplies and subscriptions	2,164	3,314
Conference and travel	204	213
CSRF Expense	332,814	-
Day of caring	3,098	2,500
Dental and hearing programs	23,586	20,350
Equipment rentals	602	566
Insurance	1,563	1,683
Meetings	383	186
Mileage	1,487	909
Office supplies	2,773	1,473
Postage	1,302	1,704
Prescription drugs	6,105	9,077
Printing costs	783	696
Professional fees	4,192	1,663
Rent	6,029	6,447
Salaries and other	151,595	164,189
Strategic partnerships	-	2,000
Telephone	1,094	1,265
Volunteer appreciation	236	209
United Way of Canada - Centraide Canada dues	19,334	18,862
Website and advertising	1,697	1,999
-	\$ 1,732,651	\$ 1,528,201
Allocation from general and administrative expenditures (Schedule 1)	47,336	49,141
	\$ 1,779,987	\$ 1,577,342

The accompanying notes are an integral part of these financial statements

### Schedule 4 - Allocation of Expenditures

	General and Administrative Expenditures	Fundraising Expenditures	Program Expenditures
Bank charges	42.50%	42.50%	15.00%
Computer supplies and subscriptions	39.00%	39.00%	22.00%
Conference and travel	33.75%	41.25%	25.00%
Equipment rentals	46.00%	46.00%	8.00%
Insurance	38.00%	38.00%	24.00%
Meetings	30.00%	30.00%	40.00%
Mileage	34.00%	34.00%	32.00%
Office supplies	35.00%	35.00%	30.00%
Postage	14.00%	37.00%	19.00%
Printing	20.00%	60.00%	20.00%
Professional fees	40.00%	40.00%	20.00%
Rent	38.00%	38.00%	24.00%
Salaries and employee benefits	25.00%	38.00%	37.00%
Telephone	36.00%	36.00%	28.00%
Volunteer appreciation	34.00%	33.00%	33.00%
Website and advertising	45.00%	40.00%	15.00%