
**NEW WESTMINSTER FAMILY
PLACE SOCIETY
FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2019**



INDEPENDENT PRACTITIONERS' REVIEW ENGAGEMENT REPORT

To the Members of
New Westminster Family Place Society

We have reviewed the statement of financial position of New Westminster Family Place Society as at March 31, 2019 and the statements of operations, changes in fund balances and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatements, whether due to fraud or error.

Practitioners' Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of New Westminster Family Place Society 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.

Manning Elliott LLP

Chartered Professional Accountants

Vancouver, British Columbia

September 9, 2019

NEW WESTMINSTER FAMILY PLACE SOCIETY
STATEMENT OF FINANCIAL POSITION
AS AT MARCH 31, 2019

	2019	2018
ASSETS		
CURRENT		
Cash	\$ 111,377	\$ 106,360
Accounts receivable	1,939	4,513
Government remittances receivable	2,177	3,275
Prepaid expenses	11,719	9,154
	<hr/> 127,212	<hr/> 123,302
CAPITAL ASSETS <i>(Note 3)</i>	15,582	6,059
	<hr/> \$ 142,794	<hr/> \$ 129,361
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities	\$ 26,447	\$ 24,746
Government remittances payable	2,105	2,136
Deferred contributions <i>(Note 4)</i>	25,000	25,000
	<hr/> 53,552	<hr/> 51,882
FUND BALANCES		
Restricted	-	4,535
Unrestricted	89,242	72,944
	<hr/> \$ 142,794	<hr/> \$ 129,361

COMMITMENTS *(Note 5)*

Approved by the Board:

_____ Director

_____ Director

NEW WESTMINSTER FAMILY PLACE SOCIETY**STATEMENT OF OPERATIONS****FOR THE YEAR ENDED MARCH 31, 2019**

	2019	2018
REVENUE		
Lottery	\$ 25,000	\$ 25,000
Memberships, donations, fundraising and grants	80,698	14,234
Ministry of Children and Family Development	227,740	235,104
Ministry of Health	25,352	25,379
United Way of the Lower Mainland	51,018	43,580
Interest income	666	633
Other	517	339
	<hr/> 410,991	<hr/> 344,269
EXPENSES		
Advertising and promotion	-	718
Amortization	2,405	1,007
Bank charges and interest	182	182
Insurance	4,888	6,683
Licenses and dues	261	288
Office	26,202	12,367
Professional fees	44,724	17,192
Rent	40,971	43,012
Repairs and maintenance	7,712	22,565
Special programs and events	20,229	9,381
Subcontracts	-	3,116
Supplies	6,659	4,978
Telephone	1,734	2,151
Travel	1,298	1,592
Utilities	1,009	1,261
Wages and benefits	239,560	216,495
Workers' compensation	1,394	1,309
	<hr/> 399,228	<hr/> 344,297
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES FOR THE YEAR	<hr/> \$ 11,763	<hr/> \$ (28)

NEW WESTMIINSTER FAMILY PLACE SOCIETY
STATEMENT OF CHANGES IN FUND BALANCES
FOR THE YEAR ENDED MARCH 31, 2019

	GENERAL FUND		RESTRICTED FUND	
	2019	2018	2019	2018
FUND BALANCE, BEGINNING OF YEAR	\$ 72,944	\$ 73,738	\$ 4,535	\$ 3,769
TRANSFER OF BALANCES	4,535	-	(4,535)	-
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES FOR THE YEAR	11,763	(794)	-	766
FUND BALANCE, END OF YEAR	\$ 89,242	\$ 72,944	\$ -	\$ 4,535

NEW WESTMINSTER FAMILY PLACE SOCIETY**STATEMENT OF CASH FLOWS****FOR THE YEAR ENDED MARCH 31, 2019**

	2019	2018
CASH FROM (USED IN):		
OPERATING ACTIVITIES		
Excess (deficiency) of revenue over expenses	\$ 11,763	\$ (28)
Items not involving cash		
Amortization of capital assets	2,405	1,007
	<hr/> 14,168	<hr/> 979
Changes in non-cash working capital items		
Accounts receivable	2,574	1,119
Government remittances receivable	1,098	(1,482)
Prepaid expenses	(2,565)	1,700
Accounts payable and accrued liabilities	1,701	830
Government remittances payable	(31)	(938)
	<hr/> 2,777	<hr/> 2,208
INVESTING ACTIVITIES		
Purchase of capital assets	(11,928)	(5,201)
INCREASE (DECREASE) IN CASH DURING THE YEAR	5,017	(2,993)
CASH, BEGINNING OF YEAR	106,360	109,353
CASH, END OF YEAR	<hr/> \$ 111,377	<hr/> \$ 106,360

NEW WESTMINSTER FAMILY PLACE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2019

PURPOSE OF THE SOCIETY

New Westminster Family Place Society (the "Society") was incorporated under the Society Act of British Columbia and accordingly is exempt from income taxes. The Society transitioned to the British Columbia Societies Act in July 2017. The Society's purpose is to provide family related services and learning skills programs.

1. SIGNIFICANT ACCOUNTING POLICIES

a) Basis of presentation

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations ("ASNPO") under Part III of the CPA Canada Handbook – Accounting. Financial statements prepared in accordance with ASNPO are also in accordance with Canadian generally accepted accounting principles ("GAAP").

b) Cash

Cash is defined as cash on hand and cash on deposit.

c) Revenue recognition

The Society follows the deferral method of accounting for contributions. Restricted contributions are deferred and 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.

Other contributions received in the current period that are related to the subsequent period are deferred and recognized as revenue in the period in which the related expenses are incurred.

Interest and other revenues are recognized in the period in which they are earned and collection is reasonably assured.

d) Donated services and materials

The Society benefits greatly from donated services in the form of volunteer time, the value of which is not determinable. Donated services are consequently not recognized in these financial statements.

The Society records contributed materials at their fair value when fair value is readily determinable and when the materials and services are used in the normal course of operations and would otherwise have been purchased.

NEW WESTMINSTER FAMILY PLACE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

e) Capital assets

Capital assets are stated at cost less accumulated amortization. Capital assets are amortized using the following rates and methods:

Furniture and fixtures	20% declining balance method
Computer hardware	20% declining balance method

The Society monitors the recoverability of capital assets based on their long-term service potential. When a capital asset no longer has any long-term service potential to the Society, the excess of its net carrying amount over any residual value is recognized as an expense in the statement of operations. Write-downs recognized under this policy are not reversed.

f) Use of estimates

The preparation of these financial statements in conformity with ASNPO requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosures of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Significant estimates include recoverability of accounts receivable, estimated useful lives of capital assets, accrued liabilities and the recognition of deferred contributions. While management believes these estimates are reasonable, actual results could differ from those estimates and could impact future results of operations and cash flows.

g) Financial instruments

i) Measurement

The Society's financial instruments consist of cash, accounts receivable and accounts payable.

The Society initially measures all of its financial assets and liabilities at fair value, except for certain non-arm's length transactions. The Society subsequently measures all of its financial assets and liabilities at amortized cost. Changes in fair value of financial instruments carried at fair value are recognized in the statement of operations.

ii) Impairment

Financial assets measured at amortized cost are tested for impairment when there are indicators of impairment. The amount of any write-down that is determined is recognized in the statement of operations. A previously recognized impairment loss may be reversed to the extent of any improvement, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in the statement of operations in the period in which it is determined.

iii) Transaction costs

Transaction costs that are directly attributable to the origination, issuance or assumption of a financial instrument that is subsequently measured at amortized cost are assigned to those financial instruments. All other transaction costs are recognized in the statement of operations in the period incurred.

NEW WESTMINSTER FAMILY PLACE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2019

2. FINANCIAL INSTRUMENTS RISKS

The Society's financial instruments are described in Note 1(g). In management's opinion the Society is not exposed to significant currency, credit, liquidity, interest rate or other market risks except as explained in the following paragraphs. In addition, the Society is not exposed to any material concentrations of risk and there has been no change in risk exposures from the prior year.

Liquidity risk

Liquidity risk is the risk that the Society will encounter difficulty in meeting obligations associated with financial liabilities. The Society is exposed to this risk mainly in respect of its accounts payable. However, cash flow from operations is budgeted to provide for the Society's cash requirements.

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation.

The Society's financial asset that is exposed to credit risk is cash. The risk associated with cash and cash equivalents is minimized to the extent that they are placed with a major Canadian financial institution.

3. CAPITAL ASSETS

				2019		2018
	Cost		Accumulated Amortization	Net Book Value		Net Book Value
Furniture and fixtures	\$ 12,533	\$	7,686	\$ 4,847	\$	6,059
Computer hardware	11,928		1,193	10,735		-
	<u>\$ 24,461</u>	<u>\$</u>	<u>8,879</u>	<u>\$ 15,582</u>	<u>\$</u>	<u>6,059</u>

4. DEFERRED CONTRIBUTIONS

Deferred contributions represent restricted operating funds received in the period that are related to future periods:

		2019		2018
Deferred contributions, beginning of year	\$	25,000	\$	25,000
Add: Amounts received relating to future periods		25,000		25,000
Less: Amount recognized as revenue in the year		(25,000)		(25,000)
	<u>\$</u>	<u>25,000</u>	<u>\$</u>	<u>25,000</u>

NEW WESTMINSTER FAMILY PLACE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2019

5. COMMITMENTS

The Society leases its operating premises pursuant to a long-term lease expiring June 30, 2020. The estimated annual base lease payments are as follows:

2020	\$	27,225
2021		6,875
	\$	<u>34,100</u>

6. ECONOMIC DEPENDENCE

For the year ended March 31, 2019, the Society's revenue consists of approximately 56% (2018 – 74%) and 13% (2018 – 22%) received from Ministry of Children and Family Development and United Way of the Lower Mainland, respectively.

7. COMPARATIVE FIGURES

Certain amounts from the prior year financial statements have been reclassified for comparative purposes to conform with the presentation in the current year financial statements. Such reclassification does not have any impact on the net assets previously reported.