

**The Children's Foundation of
Guelph and Wellington
Financial Statements
For the Year Ended December 31, 2018**

The Children's Foundation of Guelph and Wellington
For the Year Ended December 31, 2018

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Independent Auditor's Report

To the Board of Directors of The Children's Foundation of Guelph and Wellington

Qualified Opinion

We have audited the financial statements of The Children's Foundation of Guelph and Wellington (the Foundation), which comprise the statement of financial position as at December 31, 2018, 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 possible 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 Foundation as at December 31, 2018, and its operations and 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 Foundation derives part of its revenue from the general public in the form of donations and other fundraising activities, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Foundation. Therefore, we were unable to determine whether any adjustments might be necessary to fundraising revenue, excess of revenues over expenditures, and cash flows from operations for the years ended December 31, 2018 and 2017, current assets as at December 31, 2018 and 2017, and net assets as at January 1 and December 31 for both the 2018 and 2017 years.

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 Foundation 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 opinion.

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.



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

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

BDO Canada LLP

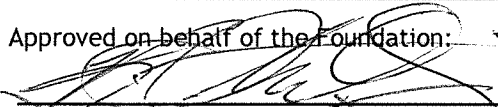
Chartered Professional Accountants, Licensed Public Accountants

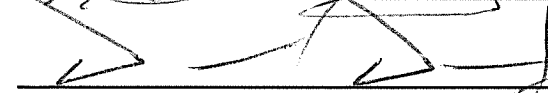
Guelph, Ontario
April 25, 2019

**The Children's Foundation of Guelph and Wellington
Statement of Financial Position**

December 31	2018	2017
Assets		
Current		
Cash (Notes 2 and 4)	\$ 157,694	\$ 302,908
Short term investments (Notes 3 and 4)	256,051	253,473
Accounts receivable	48,654	53,439
HST receivable	14,472	18,795
Prepays	73,573	66,003
	\$ 550,444	\$ 694,618
Liabilities and Net Assets		
Current		
Accounts payable and accrued liabilities	\$ 19,215	\$ 22,927
Deferred contributions (Note 6 and 13)	202,709	254,150
	221,924	277,077
Net Assets		
Internally Restricted		
The Children's Foundation Reserve Fund	206,285	203,903
Food & Friends Reserve Fund	45,567	45,363
Unrestricted	76,668	168,275
	328,520	417,541
	\$ 550,444	\$ 694,618

Approved on behalf of the Foundation:


 _____ Director


 _____ Director

The Children's Foundation of Guelph and Wellington
Statement of Changes in Net Assets

For the year ended December 31	Internally Restricted - The Children's Foundation Reserve Fund	Internally Restricted - Food & Friends Reserve Fund	Unrestricted	2018 Total	2017 Total
Balance, beginning of the year	\$ 203,903	\$ 45,363	\$ 168,275	\$ 417,541	\$ 394,316
Excess (deficiency) of revenues over expenditures	-	-	(89,021)	(89,021)	23,225
Reserve contribution from operations (Note 7)	2,382	204	(2,586)	-	-
Balance, end of the year	\$ 206,285	\$ 45,567	\$ 76,668	\$ 328,520	\$ 417,541

The accompanying notes are an integral part of these financial statements.

The Children's Foundation of Guelph and Wellington Statement of Operations

For the year ended December 31	2018	2017 (Note 14)
Revenue (Note 11)		
Donations	\$ 1,329,677	\$ 1,136,766
Grants and government funding	620,944	656,942
Fundraising events	449,214	380,286
Third party donations (Note 8)	237,320	323,053
Interest income	5,436	4,253
	<u>2,642,591</u>	<u>2,501,300</u>
Program expenditures		
Adopt-A-Family	861,307	788,935
Free to Grow	464,620	381,038
Food & Friends	858,380	845,866
Scholarships	28,704	28,602
	<u>2,213,011</u>	<u>2,044,441</u>
Administrative expenditures (Note 10)	306,030	254,677
Fundraising expenditures (Note 9)	212,571	178,957
	<u>2,731,612</u>	<u>2,478,075</u>
(Deficiency) excess of revenues over expenditures	<u>\$ (89,021)</u>	<u>\$ 23,225</u>

The accompanying notes are an integral part of these financial statements.

The Children's Foundation of Guelph and Wellington Statement of Cash Flows

For the year ended December 31	2018	2017
Cash flows from operating activities		
(Deficiency) excess of revenues over expenses	\$ (89,021)	\$ 23,225
Changes in non-cash working capital:		
Accounts receivable	4,785	(11,644)
HST receivable	4,323	(7,416)
Prepays	(7,570)	(12,327)
Accounts payable and accrued liabilities	(3,712)	6,711
Deferred contributions	(51,441)	17,620
Net (decrease) increase in cash	(142,636)	16,169
Cash, beginning of the year	556,381	540,212
Cash, end of the year	\$ 413,745	\$ 556,381
Represented by:		
Cash	\$ 157,694	\$ 302,908
Short term investments	256,051	253,473
	\$ 413,745	\$ 556,381

The accompanying notes are an integral part of these financial statements.

The Children's Foundation of Guelph and Wellington

Notes to Financial Statements

December 31, 2018

1. Significant Accounting Policies

Nature and Purpose of Organization	<p>The Children's Foundation of Guelph and Wellington (the "Foundation") was incorporated without share capital, on May 24, 1991, under the laws of Ontario for the purpose of providing relief to disadvantaged or impoverished children within the City of Guelph and the County of Wellington. The Foundation provides services through its four program areas: Food & Friends, Adopt-a-Family, Free to Grow, and Scholarships.</p> <p>The Foundation is a registered charity and, as such, is exempt from income tax and may issue income tax receipts to donors.</p>
Basis of Accounting	<p>The financial statements have been prepared using Canadian accounting standards for not-for-profit organizations.</p>
Operating Fund	<p>The Operating Fund accounts for the Foundation's program delivery and administrative activities. The fund includes cash received from community donations, cash received from Government Agencies and cash transferred from other funds. The program activities of the fund include:</p> <ul style="list-style-type: none">a) Providing financial assistance for enrichment activities through "Free to Grow"b) Operating an "Adopt-A-Family" program for children in need during the holiday seasonc) Funding for the "Food & Friends" program which supports student nutrition in Guelph, Wellington and Dufferin countiesd) Providing post-secondary scholarships for students who have overcome adversity.
The Children's Foundation Reserve Fund	<p>The Foundation maintains a reserve fund to cover future program expenditures. Amounts allocated to the reserve fund are determined annually by the Board of Directors. These funds are not available for unrestricted purposes without approval of the Board of Directors.</p>
Food & Friends Reserve Fund	<p>The Foundation maintains a reserve fund to cover future expenditures relating to the Food & Friends program. Amounts allocated to the reserve fund are determined annually by the Board of Directors. These funds are not available for unrestricted purposes without approval of the Board of Directors.</p>
Short Term Investments	<p>Short term investments are accounted for at fair value. Changes in fair value are recorded through the statement of operations.</p>

The Children's Foundation of Guelph and Wellington

Notes to Financial Statements

December 31, 2018

1. Significant Accounting Policies (continued)

Contributed Materials	Contributed materials which are used in the normal course of the Foundation's operations and would otherwise have been purchased are recorded at their fair value at the date of contribution if fair value can be reasonably estimated.
Contributed Services	Due to the difficulty of determining their fair value, contributed services are not recognized in the financial statements.
Revenue Recognition	<p>The Foundation follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Restricted revenues where expenses have not been incurred are recorded as deferred contributions. 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.</p> <p>In-kind donations are recognized when received or receivable and are measured at their estimated fair market value.</p>
Government Grants	The Foundation receives grants to assist in providing financial support for eligible children and youth through the Foundation's four program areas. These grants are reflected as deferred revenue until the terms of the grant are met. At that time, the grants are recorded as revenue in the statement of operations.
Financial Instruments	Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial instruments are reported at cost or amortized cost less impairment, if applicable. Financial assets are tested for impairment when changes in circumstances indicate the asset could be impaired. Transaction costs on the acquisition, sale or issue of financial instruments are expensed for those items remeasured at fair value at each statement of financial position date and charged to the financial instrument for those measured at amortized cost.
Allocation of Expenses	Certain expenses of the Foundation involve program, administrative and fundraising functions. The distribution of these expenses between program, administrative and fundraising expenditures is based on time tracked in these functions by certain officers and employees.

2. Cash

The Foundation's bank accounts are held at one chartered bank.

The Children's Foundation of Guelph and Wellington

Notes to Financial Statements

December 31, 2018

3. Short Term Investments

Short term investments are comprised of two guaranteed investment certificates. The guaranteed investment certificates earn interest at a rate of 1.25% and 1.20% and mature in January and February 2019.

4. Restricted Amounts

Included in cash and short term investments is \$206,285 (2017 - \$203,903) which relates to funds to be used in accordance with The Children's Foundation Reserve Fund and \$45,567 (2017 - \$45,363) to be used in accordance with the Food & Friends Reserve Fund.

5. Endowment Fund

The Foundation has invested in prior years \$20,000 in an endowment fund administered by The Guelph Community Foundation. The Guelph Community Foundation invests contributions to the fund in accordance with its investment policy and the provisions of its Asset Management Plan. The original contributions to the fund were matched by The Guelph Community Foundation. Subsequently, \$25,000 was transferred into the endowment fund from the Promoli fund. The total balance in the endowment fund at December 31, 2018 including interest reinvested in the endowment is \$66,797 (2017 - 71,571). The funds contributed to the endowment are to be held in perpetuity. The interest earned by the investment is available to the Foundation annually for either investment in programs, or re-investment in the endowment fund.

6. Deferred Contributions

Deferred contributions consist of the following amounts:

	2018	2017
Food & Friends	\$ 145,814	\$ 143,858
Free to Grow program	50,895	93,736
Scholarships	6,000	9,000
Adopt a Family	-	7,556
	<u>\$ 202,709</u>	<u>\$ 254,150</u>

7. Interfund Transfers and Internally Restricted Net Assets

During the year, the Board of Directors approved a transfer of \$2,586 (2017 - \$1,694) from Unrestricted Net Assets and reallocated \$2,382 (2017 - \$1,446) to The Children's Foundation Reserve Fund and \$204 (2017 - \$248) to Food & Friends Reserve Fund. These internally restricted amounts are not available for unrestricted purposes without the approval of the Board of Directors.

The Children's Foundation of Guelph and Wellington Notes to Financial Statements

December 31, 2018

8. Third Party Donations

Amounts included in third party donation revenues for events run by third parties have been recorded at the net amounts. The gross amount of donation revenues with respect to such events were \$286,584 (2017 - \$358,491).

9. Fundraising Expenditures

Fundraising expenditures represent the cost of operating the Foundation's fundraising activities. These expenditures are comprised of external costs such as food, facility and equipment rental totaling \$95,221 (2017 - \$79,227) and the Foundation staff's wages of \$117,350 (2017 - \$99,730) for time spent on fundraising activities. Each fundraising activity is effectively managed and generates net proceeds for the Foundation after these expenditures.

10. Allocation of Expenses

Expenses related specifically to delivering programs have been allocated. These expenses include salaries of program staff, program supplies, program outreach and the portion of administration costs incurred by program activities.

	2018	2017
Food & Friends		
Administrative	\$ 28,508	\$ 32,167
Salaries	\$ 113,665	\$ 99,250
Adopt-A-Family		
Administrative	\$ 22,634	\$ 18,871
Salaries	\$ 28,697	\$ 23,908
Free to Grow		
Administrative	\$ 36,661	\$ 25,571
Salaries	\$ 53,325	\$ 38,638
Scholarships		
Administrative	\$ 64	17
Salaries	\$ 1,640	\$ 1,085

11. Contributed Materials and Services

During the year, the Foundation received contributed materials in the amount of \$811,833 (2017 - \$738,473) consisting of gifts for children donated during the year, in-kind contributions of \$54,454 (2017 - \$39,582) through recreational partner agreements setup to waive recreation fees for eligible children, and grocery gift cards and food of \$20,930 (2017 - \$7,672) contributed for the Food & Friends Program. Contributed materials are recorded at their fair value at the date of contribution.

The Children's Foundation of Guelph and Wellington Notes to Financial Statements

December 31, 2018

12. Financial Instruments

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 Foundation is exposed to normal credit risk resulting from the possibility that a customer or counterparty to a financial instrument defaults on their financial obligations. The Foundation's financial instruments that are exposed to concentrations of credit risk relate primarily to its accounts receivable. There have not been any changes in the risk from the prior year.

13. Administered Funds

During the year, in addition to internal program spending, the Foundation administered and allocated external program funding. The Foundation administered and allocated \$62,545 (2017 - \$NIL) from President's Choice Children's Charity for the Food & Friends program and \$46,829 (2017 - \$NIL) from Jumpstart for the Free to Grow program.

14. Comparative Figures

Certain comparative figures have been reclassified to conform with the current year's financial statement presentation.
