# United Way of Peterborough and District Financial Statements For the year ended March 31, 2022

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# Independent Auditor's Report

To the Board of Directors of United Way of Peterborough and District

# **Qualified Opinion**

We have audited the accompanying financial statements of United Way of Peterborough and District (the "Organization"), which comprise the statement of financial position as at March 31, 2022, and the statements of operations and changes in fund balances and cash flows for the year then ended and a summary of significant accounting policies and other explanatory information.

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 Organization as at March 31, 2022, and its results of operations 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 charitable organizations, the Organization derives revenue from campaign contributions and other donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Organization. Therefore we were not able to determine whether any adjustments might be necessary to revenues other than grants, excess of revenue over expenditures, and cash flows from operations for the years ended March 31, 2022 and 2021, current assets as at March 31, 2022 and 2021, and net assets as at April 1 and March 31 for both the 2022 and 2021 years. Our audit opinion on the financial statements for the year ended March 31, 2021 was modified accordingly because of the possible effects of this limitation in scope.

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 Organization 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 audit opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

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

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.

BDO Canada LLP

Chartered Professional Accountants, Licensed Public Accountants Peterborough, Ontario August 9, 2022

# United Way of Peterborough and District Statement of Financial Position

		Operating Fund		Endowment Fund		March 31 2022		March 31 2021
Assets								
Current Cash and bank (Note 3) Short term investments (Note 4) Pledges receivable Interest and other receivables Prepaid expenses Due from (to) other funds	\$	1,994,945 - 17,635 16,202 35,895 (25,057)	\$	636 127,671 - 8,898 - 25,057	\$	1,995,581 127,671 17,635 25,100 35,895	\$	2,417,129 51,138 11,720 40,152 128,926
		2,039,620		162,262		2,201,882		2,649,065
Investments (Note 4)		10,260		1,801,034		1,811,294		1,774,632
Capital assets (Note 5)		48,160		·		48,160		35,549
	\$	2,098,040	\$	1,963,296	\$	4,061,336	\$	4,459,246
Liabilities and Funds Balances  Current Liabilities  Accounts payable and accruals  Deferred revenue	\$	126,778	\$	-	\$	,	\$	532,572
Deterred revenue	-	335,853 462,631				335,853 462,631		1,139,154
Contributed equity in capital assets (Note 6)		25,000				25,000		25,000
	( <del>-</del>	487,631	_			487,631	_	1,164,154
Fund Balances Unrestricted Internally restricted (Note 7a) Externally restricted (Note 7b)	_	485,407 966,810 158,192		561,000 1,402,296		485,407 1,527,810 1,560,488		449,772 1,268,795 1,576,525
		1,610,409	_	1,963,296	_	3,573,705		3,295,092
	\$	2,098,040	\$	1,963,296	\$	4,061,336	\$	4,459,246

On behalf of the Board:

Director

Director

# United Way of Peterborough and District Statement of Operations and Changes in Fund Balances

For the year ended March 31	Operating Fund	Endowment Fund	2022	2021
Revenue				_
Campaign contributions Funds received from other United Ways	\$1,227,554 129,717	\$ - -	\$1,227,554 129,717	\$ 1,103,155 243,862
Total campaign income	1,357,271	-	1,357,271	1,347,017
Investment income (loss) (Note 8) Grants (Note 9) Nevada income	2,540 2,083,828 30,639	151,183 - -	153,723 2,083,828 30,639	328,747 1,827,785 31,079
Other donations	40,657	16,367	57,024	100,840
Total revenue	3,514,935	167,550	3,682,485	3,635,468
Expenditures				
Community & Program Funding Allocations/Designations to Community and Partner Agencies (Schedule A) Designations to other charities Age friendly initiative Community impact (Schedule B) Labour program (Schedule B) United Way of Canada membership fees Fundraising Investment management fees Campaign expenses - (Schedule B)	894,184 5,453 - 2,088,499 51,305 18,374 - 331,572	- - - - 14,485	894,184 5,453 - 2,088,499 51,305 18,374 14,485 331,572	1,397,446 8,928 10,000 1,326,748 42,310 17,104 12,980 278,617
Total expenditures	3,389,387	14,485	3,403,872	3,094,133
Excess of revenue over expenditures (expenditures over revenue)	125,548	153,065	278,613	541,335
Fund Balances, Beginning of Year	1,483,112	1,811,980	3,295,092	2,753,757
Interfund Transfers (Note 10)	1,749	(1,749)	-	
Fund Balances, End of Year	\$1,610,409	\$1,963,296	\$3,573,705	\$ 3,295,092

# United Way of Peterborough and District Statement of Cash Flows

For the year ended March 31	Operating Endowment Fund Fund		2022	2021	
Cash provided by (used in)					
Operating activities Excess of revenue over expenditures (expenditures over revenue) Items not involving cash Amortization	\$ 125,548 8,010	\$	153,065	\$ 278,613 8,010	\$ 541,335 6,191
Change in unrealized (gains)  losses on investments	6,010		(70,740)	(70,740)	(128,288)
	133,558		82,325	215,883	419,238
Changes in non-cash working capital iter Pledges receivable Interest and other receivables Prepaid expenses Accounts payable and accrued liabilities Deferred campaign contributions Due from (to) other funds  Investing activities	(5,915) 14,544 93,031 (405,794) (270,729) 38,781 (402,524)		508 - - - (38,781) 44,052	(5,915) 15,052 93,031 (405,794) (270,729) - (358,472)	(136) (7,729) (96,262) 343,483 598,237 - 1,256,831
Purchase of capital assets  Net activity of short term and  long term investments	(20,621)		- (42,251)	(20,621) (42,455)	(8,053) (21,007)
	(20,825)		(42,251)	(63,076)	(29,060)
Financing activities Interfund transfers	1,749		(1,749)	-	
Increase (decrease) in cash	(421,600)		52	(421,548)	1,227,771
Cash and bank - beginning of year	2,416,545		584	2,417,129	1,329,652
Cash and bank - end of year	\$1,994,945	\$	636	\$1,995,581	\$ 2,557,423

### Nature of Operations

United Way of Peterborough and District ("the organization") is a provincially incorporated not-for-profit, charitable organization serving Peterborough City and County. The organization has adopted the mission "to empower everyone to improve lives and build strong communities".

#### 2. Summary of Significant Accounting Policies

## (a) Basis of Presentation

The financial statements have been prepared using Canadian Accounting Standards for Not-for-Profit Organizations.

# (b) Fund Accounting

In order to ensure observance of limitations and restrictions placed on the use of the resources available to the organization, the accounts are maintained in accordance with the principles of fund accounting. Under these principles, resources are classified for accounting purposes into funds that are in accordance with particular activities or objectives specified. These funds are classified as follows:

Operating fund - includes the results of day-to-day administrative and operating transactions.

Endowment fund - reflects both externally and internally restricted amounts. The externally restricted component consists of donations that were specifically designated by the donors to be held in perpetuity. The internally restricted component consists of unrestricted donations transferred to the fund, investment income not transferred to the operating fund, and unrealized gains. Donations that have been internally restricted may be disbursed by the organization as approved by the Board of Directors. Interest, dividends and realized gains earned may be disbursed by the organization.

#### (c) Revenue Recognition

The United Way of Peterborough and District uses the deferral method of accounting. Restricted contributions are recognized as revenue of the operating fund in the year in which the related expenses are incurred. Unrestricted contributions are recognized when received or receivable. Restricted contributions to the Endowment Fund are recorded as revenue when received. Expenses are recorded as incurred.

Investment income is recognized as revenue when earned in the appropriate fund.

Pledges receivable are pledges outstanding at yearend and include campaign pledges from other United Ways along with pledges from corporate and not-for-profit organizations. Management reviews and adjusts the pledges to their estimated net realizable value.

Grant revenue represents funds received from federal, provincial and municipal governments for programs administered by the organization. The related program expenses and grant disbursements are included in the community and program funding section of the statement of operations. Grants are recognized as revenue in the period in which events giving rise to the transfers occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made.

# 2. Summary of Significant Accounting Policies (continued)

#### (d) Contributed Services

Donated materials and services are not recorded because the fair market value is not readily determinable.

## (e) Expense Allocations

The organization allocates general management and administrative costs. General management and administrative costs are first allocated to the Reaching Home Project in accordance with its funding agreement and then allocated to campaign, organizational & community development and the labour program as follows:

	General Management and Administrative Costs (Payroll)	General Management and Administrative Costs (Other)
Campaign	29.0%	30.0%
Community Impact	65.0%	65.0%
Labour program	6.0%	5.0%

#### (f) Capital Assets

Capital assets are recorded at cost. The organization provides for amortization using the straight-line method at rates designed to amortize the cost of the capital assets over their estimated useful lives. The annual amortization rates are as follows:

Buildings	25 years
Building equipment	8 years
Office equipment	3 to 8 years

Contributed equity in capital assets represents conditional contributions received by the organization specifically for the purpose of acquiring assets and are not deducted from the cost of the assets.

#### (g) Management Estimates

The preparation of financial statements in accordance 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.

Key areas where management has made complex or subjective judgments (often as a result of matters that are inherently uncertain) include, among others, pledges receivable, accounts payable and accrued liabilities, deferred revenue, useful lives of capital assets and amortization. Actual results could differ from these and other estimates, the impact of which would be recorded prospectively.

#### (h) Income Taxes

The United Way of Peterborough and District is registered as a charitable organization under the Income Tax Act (the "Act") and, as such, is exempt from income taxes. In order to maintain its status as a registered charity under the Act, United Way must meet certain requirements within the Act. In the opinion of management, these requirements have been met.

# 2. Summary of Significant Accounting Policies (continued)

#### (i) Financial Instruments

All financial instruments are initially recorded at fair value when acquired or issued.

Investments quoted in an active market are subsequently measured at fair value with changes in fair value being recognized on the Statement of Operations in investment income. All other 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 balance sheet date and charged to the financial instrument for those measured at amortizatied cost.

#### (i) Government Assistance

Government assistance received during the year for current expenses is included in the determination of net income for the year.

#### 3. Cash and Bank

The bank accounts are held at a Canadian chartered bank and earn nominal rates of interest.

#### 4. Investments

	_	Operating Fund	Endowment Fund	2022	2021
Fixed income Mutual funds Canadian equities Foreign equities	\$	- 10,260 - -	\$ 378,107 370,326 593,081 587,191	\$ 378,107 380,586 593,081 587,191	\$ 341,940 412,230 511,004 560,596
Less short term		10,260 -	1,928,705 127,671	1,938,965 127,671	1,825,770 51,138
Long term	\$	10,260	\$ 1,801,034	\$ 1,811,294	\$ 1,774,632

Fixed income investments consist of interest-bearing notes earning interest in the range of 1.63% to 3.8% with maturity dates ranging between June 2022 and March 2027.

Fixed income investments maturing in the next year are classified as short-term while mutual funds, equities and fixed income investments with later maturity dates are classified as long-term.

# 5. Capital Assets

	_			2022			2021
	_	Accumulated Cost Amortization				Cost	 ccumulated mortization
Land Building Building equipment Office equipment	\$	21,000 74,099 22,421 151,313	\$	74,099 10,299 136,275	\$	21,000 74,099 20,732 132,381	\$ 74,099 8,391 130,173
	\$	268,833	\$	220,673	\$	248,212	\$ 212,663
Net book value			\$	48,160			\$ 35,549

## 6. Contributed Equity in Capital Assets

Contributed equity in capital assets represents conditional contributions received by the organization specifically for the purpose of acquiring such assets. Contributions totaling \$25,000 were received to fund the purchase of the Stewart Street property. The terms on which the contribution was made state that in the event of a wind up of the United Way of Peterborough and District the amount of \$25,000 will be repayable.

#### 7. Restricted Operating Funds

(a) Internally restricted funds have been restricted by the Board of Directors of the United Way of Peterborough and District and consist of:

	Operating Reserve Fund	Strategic Reserve Fund	Capital Reserve Fund	2022	2021
Beginning Balance	\$759,469	\$ 10,000	\$105,679	\$875,148	\$ 568,228
Transfers from/(to) unrestricted	51,175	-	40,487	91,662	306,920
Ending Balance	\$810,644	\$ 10,000	\$146,166	\$966,810	\$ 875,148

During the year, the Board of Directors established a Capital Reserve Fund to plan for capital re-investment without impacting the operating budget. The Board also transitioned the previous hardship fund into a strategic reserve fund to enable the Organization to fund strategic directions that may arise without impacting the operating budget and to support partner agencies in times of temporary cash flow constraints caused by unforeseen circumstances. An Operating Reserve Fund is also maintained with a target amount between three to six months of annual partner agency allocations and operating expenditures to enable the Organization to sustain operations through any short-term fluctuations in donations or funding payments.

# 7. Restricted Operating Funds (continued)

(b) Within the operating fund, externally restricted funds have been restricted for specific purposes by the donor. The balance consists entirely of the Emergency Disaster Fund which was created as a result of the 2004 Peterborough flood. The purpose of this fund is to assist voluntary sector organizations at a time when a natural disaster impacts the City or County of Peterborough and affects their ability to operate as intended.

8.	Investment Income (loss)	2022	2021		
	Dividends, interest and other Realized gains on disposal of investments Change in unrealized gains (losses)		50,965 32,018 70,740	\$	50,987 9,179 268,581
		\$	153,723	\$	328,747
9.	Grants		2022		2021
	Government of Canada - Reaching Home Emergency Community Support Funding Canada Emergency Wage Subsidy COVID-19 Seniors Response Funding Other	\$	2,021,944 53,291 - 8,593	\$	1,142,984 489,379 133,450 58,054 3,918
		\$	2,083,828	\$	1,827,785

### 10. Interfund Transfers

The interest, dividends and realized gains, net of fees, earned in the Endowment Fund are transferred to the Operating Fund on an annual basis, and total \$1,749 (2021 - \$34,635).

# 11. Financial Instruments

Transactions in financial instruments may result in an entity assuming or transferring to another party one or more of the financial risks described below. The required disclosures provide information that assists users of financial statements in assessing the extent of risk related to financial instruments.

#### (a) Interest rate risk

Interest rate risk is the risk that the value of financial instruments will fluctuate due to changes in market interest rates. The value of fixed income securities will generally rise if interest rates fall and conversely fall when rates rise. The value of equity securities changes with stock market conditions, which are affected by market conditions and a general economic outlook. The equity securities are also affected by the future outlook of the company and changes in interest rates (if applicable). The organization is also subject to gains/losses on fluctuations in securities denominated in other than Canadian dollars. These risks are generally outside the control of the organization but are mitigated by the organization's investment policies, which prescribe the asset mix of investments including the amount of foreign content and credit ratings of bond issuers.

# 11. Financial Instruments (continued)

## (b) Credit risk

The organization has credit risk related to pledges receivable from prior year's campaign and other receivables, which amount to \$33,836 (2021 - \$42,466). Credit risk is the risk that one party to a transaction will fail to discharge an obligation and cause the other party to incur a financial loss. The organization reduces its exposure to credit risk by creating an allowance for bad debts when applicable. The organization monitors and assesses the collectability of pledges receivable based on past experience to derive a net realizable value. In the opinion of management the credit risk exposure to the organization is low.

### (c) Foreign currency risk

Currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign currency exchange rates. The organization has foreign currency denominated cash, fixed income investments and equity securities quoted in an active market of \$587,191 (2021 - \$560,596). The organization's investment policies limit the amount of foreign investment content, which mitigates their exposure of losses related to currency fluctuations in these securities. In the opinion of management the currency risk exposure to the organization is low.

#### (d) Liquidity risk

The organization has liquidity risk related to accounts payable and accrued liabilities of \$126,778 (2021 - \$532,572). Liquidity risk is the risk that the organization cannot repay its obligations when they become due to its creditors. The organization reduces its exposure to liquidity risk by ensuring that it documents when authorized payments become due and maintains an adequate amount of cash to cover operating expenses. In the opinion of management the liquidity risk exposure to the organization is low and is not material.

# United Way of Peterborough and District Schedule A - Funds Distributed to Community and Partner Agencies

For the year ended March 31		2022		2021
211 Ontario	\$	5,000	\$	5,000
Alternatives Community Program Services (Peterborough) Inc.	Ψ	3,426	Ψ	4,571
Big Brothers and Big Sisters Association of Ptbo. Inc.		76,309		86,308
Canadian Cancer Society		-		5,000
Canadian Mental Health Association, HKPR Branch		38,154		38,160
Community Care Peterborough		55,112		123,170
Community Counselling and Resource Centre		81,241		96,853
Community Living Trent Highlands		40,698		45,704
Compass Early Learning & Care		-		30,400
Council for Persons with Disabilities (Peterborough)		_		10,000
Deafblind & Sensory Support Network of Canada		_		1,615
Down Syndrome Association of Peterborough		1,364		3,636
Ontario Society for Crippled Children		-		9,920
Elizabeth Fry Society of Peterborough		50,873		70,468
Five Counties Children's Centre		6,779		12,458
Food For Kids - Peterborough Public Health		12,000		23,690
Friends Reaching Individuals in Every Nation Doing Service		2,727		7,273
Good Neighbours Care Centre		, -		24,851
Greater Peterborough Health Services Foundation		_		3,000
Greenwood United Church-Bedford House		_		8,970
John Howard Society of Peterborough		50,873		58,421
Junior Achievement of Peterborough		5,513		10,987
Kawartha-Haliburton Children's Foundation		· -		5,085
Kawartha Participation Projects Foundation		2,577		6,872
Kawartha Sexual Assault Centre		36,459		46,456
Kawartha World Issue Centre		10,000		10,000
Kawartha Youth Orchestra		2,697		7,191
New Canadians Centre Peterborough		55,112		70,616
Mennonite Central Committee Ontario		-		2,500
Niijkiwendidaa Anishnaabekwewag Services Circle		-		10,000
Nogojiwanong Friendship Centre		-		23,500
Other		2,498		-
Peterborough Green Up Association		7,013		12,987
Peterborough Aids Resource Network		35,794		40,345
Peterborough Child & Family Centres		50,873		50,868
Peterborough Reintegration Services		46,633		56,632
Peterborough Youth Services		44,090		64,088
Special Olympics Ontario - Peterborough & Area		-		10,000
St John's Anglican Church - One Roof		-		11,690
St. Vincent de Paul Society		-		11,690
Telecare Distress Centre of Peterborough		-		10,000
The Canadian Canoe Museum		2,727		7,273
The Selwyn Public Library Board		1,909		5,091
Trent Valley Literacy Association		28,709		50,067
Victim Services of Peterborough & Northumberland		-		14,000
Victorian Order of Nurses, Peterborough, Victoria and Haliburton				39,390
YES Shelter for Youth & Families		59,351		70,706
YMCA of Central East Ontario		1,364		-
YWCA Peterborough Haliburton	_	76,309		79,944
	\$	894,184	¢ 1	397 446
	Ψ	074,104	ΨI	,071,440

# United Way of Peterborough and District Schedule B - Schedule of Expenses

	Ge Manager Administr	and	Community gn Impact			2021 Total
Salaries and employee benefits	\$ 161	,435 \$ 208,87	1 \$ 136,219	\$ 43,035	\$549,560	\$ 497,189
Office expenses	40	,097 15,14	-	-	55,245	60,870
Building occupancy	26	, 487		-	26,487	26,536
Conferences, training and recognition	6	,814 33,89	3 -	-	40,707	30,368
Printing and public relations		-		-	-	2,093
Nevada		- 8,55	6 -	-	8,556	8,837
Professional fees	12	,556	- 3,305	-	15,861	12,714
Amortization	8	,010		-	8,010	6,191
Marketing and miscellaneous	19	, 401		-	19,401	9,778
Special projects		-	- 22,079	-	22,079	20,182
Special events		- 6,81	-	-	6,818	1,380
Reaching Home project expenses	-	-	- 1,718,652	-	1,718,652	971,537
Administration costs distributed to	274	,800 273,28	6 1,880,255	43,035	2,471,376	1,647,675
campaign/programs	(274	,800) 58,28	6 208,244	8,270	-	
Total 2022	\$	- \$331,572	2 \$ 2,088,499	\$ 51,305	\$ 2,471,376	\$ -
Total 2021	\$	- \$ 278,61	7 \$ 1,326,748	\$ 42,310	\$ -	\$ 1,647,675