

**Financial Statements**  
**For the year ended March 31, 2016**



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## Management's Responsibility for Financial Information

The financial statements and all information contained in this annual report were prepared by the management of the The Elizabeth Fry Society of Peterborough, which is responsible for the integrity and fairness of the information presented. The information provided herein has, in the opinion of management, been prepared using appropriate accounting policies; and is based on informed judgments and estimates of the expected effects of current events and transactions that are in accordance with Canadian generally accepted accounting principles.

Management maintains the necessary system of internal controls to provide reasonable assurance that transactions are authorized, assets safeguarded and proper records maintained.

The Board of Directors oversees management's responsibilities for the financial statements. The Board of Directors conducts a detailed review of the financial statements with management and the external auditors before recommending their approval. The Board of Directors reviews all related party transactions and ensures any such transactions that might materially affect the stability or solvency of the organization are identified and reported to the Board. Ultimately, and notwithstanding management's role, it is the Board of Directors that is accountable for the operations of the organization. The Board of Directors is composed entirely of directors who are neither management nor employees of the organization.

Steven C Bark Professional Corporation, external auditors appointed by the Board of Directors, have examined the financial statements of the organization in accordance with Canadian accounting standards for not-for-profit organizations. The auditors have full and free access to, and meet as deemed required with, the Board of Directors and management to discuss their audit and matters relating to financial statement presentation, internal controls and audit procedures.

Executive Director  
Debbie Carriere  
Peterborough, ON  
June 28, 2016

President of the Board  
Lesley Hamilton  
Peterborough, ON  
June 28, 2016



**STEVEN C BARK PROFESSIONAL CORPORATION**  
CHARTERED PROFESSIONAL ACCOUNTANTS

## Independent Auditor's Report

**To the Board of Directors of  
The Elizabeth Fry Society of Peterborough**

### **Report on Financial Statements**

We have audited the accompanying financial statements of The Elizabeth Fry Society of Peterborough, which comprise of the statement of financial position as at March 31, 2016 and the statements of fund balances, revenues and expenses, 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 Auditing Standards, 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.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

### **Opinion**

In our opinion, the financial statements present fairly, in all material respects, the financial position of The Elizabeth Fry Society of Peterborough as at March 31, 2016 and its financial performance and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

CPA, CA  
Licensed Public Accountant  
Peterborough, Ontario  
June 28, 2016

**The Elizabeth Fry Society of Peterborough  
Statement of Financial Position**


March 31	2016	2015
<b>Assets</b>		
<b>Current</b>		
Cash - Note 15	\$ 32,569	\$ 50,312
Term deposit - Notes 15 & 17	20,000	55,000
Accounts receivable - Note 15 & 16	1,828	1,589
Prepaid expenses	467	599
	\$ 54,864	\$ 107,500

**Liabilities and Fund Balances**

<b>Current</b>		
Accounts payable and accrued liabilities - Note 15 & 18	\$ 4,721	\$ 15,458
Statutory deductions payable - Note 15 & 18	4,037	4,756
	8,758	20,214
<b>Deferred Contributions - Note 15 &amp; 19</b>	625	12,141
	9,383	32,355
<b>Fund Balances</b>		
Unrestricted funds	45,481	75,145
	\$ 54,864	\$ 107,500

On behalf of the Board:

  
 \_\_\_\_\_ Director  
 Lesley Hamilton

  
 \_\_\_\_\_ Director  
 Sheila Cowan

The accompanying notes are an integral part of these financial statements

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**The Elizabeth Fry Society of Peterborough  
Statement of Fund Balances**

<b>For the year ended March 31</b>	<b>2016</b>	<b>2015</b>
<b>Balance - beginning of the year</b>	<b>\$ 75,145</b>	<b>\$ 68,997</b>
<b>Excess of Revenues over Expenses</b>	<b>(29,664)</b>	<b>6,148</b>
<b>Balance - end of the year</b>	<b>\$ 45,481</b>	<b>\$ 75,145</b>

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The accompanying notes are an integral part of these financial statements

## The Elizabeth Fry Society of Peterborough Statement of Revenues and Expenses

For the year ended March 31	2016	2015
<b>Revenues</b>		
<b>Grants, Contracts and Special Project Funding</b>		
Community Safety and Correctional Services	\$ 6,540	\$ 6,540
City of Peterborough	19,000	16,000
Luke 4 Foundation	-	10,307
Trillium	9,681	37,534
The Law Foundation of Ontario	-	10,000
Kawartha Sexual Assault Centre	2,600	3,680
United Way - Peterborough	60,000	76,472
- Simcoe County - HPS R&R	-	1,992
Ministry of Community Safety and Correctional Services	23,999	23,999
<b>Donations, Fundraising and Miscellaneous</b>		
Bingo, raffle and Nevada revenue	18,636	16,203
Donations	30,660	29,733
Miscellaneous	10,355	13,065
	<b>181,471</b>	<b>245,525</b>
<b>Expenses</b>		
Advertising and promotion	1,010	1,653
Bank charges and interest	195	180
Client expenses	831	628
Computer software and supplies	210	385
Community development	215	1,234
Insurance	3,665	3,882
Office and miscellaneous	5,736	5,304
Office rent	15,805	15,707
Professional services	7,420	7,420
Staff training	381	727
Telephone	1,926	3,603
Travel	2,089	3,581
Wages and benefits	171,652	195,073
	<b>211,135</b>	<b>239,377</b>
<b>Total Excess of Revenue over Expenses for the Year</b>	<b>\$ (29,664)</b>	<b>\$ 6,148</b>

The accompanying notes are an integral part of these financial statements

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## The Elizabeth Fry Society of Peterborough Statement of Cash Flows

For the year ended March 31	2016	2015
<b>Cash Flows from Operating Activities</b>		
Net income	\$ (29,664)	\$ 6,148
Changes in non-cash working capital balances		
Accounts receivable	(239)	390
Prepaid expenses	132	(167)
Notes payable	35,000	(30,000)
Accounts payable and accrued liabilities	(10,737)	948
Statutory deductions payable	(719)	572
Deferred revenue	(11,516)	(14,380)
<b>Increase in Cash</b>	<b>(17,743)</b>	<b>(36,489)</b>
Cash - net - beginning of the period	50,312	86,801
<b>Cash - net - end of the period</b>	<b>\$ 32,569</b>	<b>\$ 50,312</b>

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The accompanying notes are an integral part of these financial statements



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# The Elizabeth Fry Society of Peterborough Organization Information and Significant Accounting Policies

March 31, 2016

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## 1. Nature of Entity

The Elizabeth Fry Society of Peterborough is a community based agency that offers support to women in conflict with the law, and works with other agencies to increase public awareness about the criminal justice system in Canada.

The Elizabeth Fry Society of Peterborough was incorporated on December 12, 1991 under the Ontario Business Corporations Act as a Corporation without share capital. As a not-for-profit corporation under the Income Tax Act (Canada) the Society is exempt from income taxes. The Society is also prohibited from distributing any of its earnings to, or for the personal benefit of, the members.

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## 2. Basis of Accounting

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations and are in accordance with Canadian generally accepted accounting principles.

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## 3. Financial Instruments

### a) Measurement

The company initially measures its financial assets and liabilities at fair value, except for certain non-arm's length transactions.

Subsequently, the company measures all its financial assets and financial liabilities at amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in net income.

Financial assets measured at amortized cost include cash, accounts receivable, and amounts due from related corporate and individual parties.

Financial liabilities measured at amortized cost include bank indebtedness, accounts payable and accrued liabilities, advances from shareholders, amounts due to related corporate and individual parties, and long-term debt.

The company's financial assets measured at fair value include short-term investments.

### b) Impairment

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in net income. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, 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 net income.

### c) Transaction Costs

The company recognizes its transaction costs in net income in the period incurred. However financial instruments that will not be subsequently measured at fair value are adjusted by the transaction costs that are directly attributable to their origination, issuance, or assumption.

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## The Elizabeth Fry Society of Peterborough Organization Information and Significant Accounting Policies

March 31, 2016

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**4. Accounts Receivable**

Accounts receivable includes amounts owing by the funder for approved expenditures incurred in the current year.

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**5. Capital Expenditures**

Capital assets are expensed at acquisition.

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**6. Deferred Contributions**

Deferred revenue includes an amount which represents the excess of funds received over expenditures made to the year end for certain programs.

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**7. Revenue Recognition**

Government grants received are accounted for as revenue items because of the nature of not-for-profit organizations.

The organization 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.

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**8. Donated Goods and Services**

The Society does not recognize in the financial statements the value of goods and services donated by the many volunteers on whom the Society is dependent.

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**9. Management Estimates**

The preparation of financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates, as additional information becomes available in the future.

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## The Elizabeth Fry Society of Peterborough Financial Instruments Analysis

March 31, 2016

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The company's financial instruments consists of cash and bank accounts, short-term investments, accounts receivables, accounts payable and accrued liabilities, statutory deductions payable, and deferred revenue. The financial statements are subject to several types of risk, the main components being:

**10. Fair Value Risk**

The carrying values of all the financial instruments approximates their fair values due to their short-term realization or maturity period.

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**11. Credit Risk**

Credit risk arises from the potential that a counterparty will fail to perform its obligation. The company is exposed to that risk from its funders. Due to the nature of the organization, the credit risk is minimized by the signed contracts received prior to beginning the programs in question.

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**12. Liquidity Risk**

Liquidity risk is the risk that the company cannot meet its obligations to its creditors when they come due. The company reduces its exposure to liquidity risk by looking for new funding programs available through government agencies or other non-profit organizations, and constantly monitors cash inflow and outflow activity.

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**13. Interest Risk**

Interest rate risk is the risk that the value of financial instruments will fluctuate due to changes in the market interest rates. Investments have limited exposure to interest rate risk due to the short-term nature of the investments.

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**14. Changes in Risk**

There have been no significant changes in the company's risk exposures from the prior year.

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## The Elizabeth Fry Society of Peterborough Notes to the Financial Statements

March 31, 2016

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### 15. Financial Instruments

Unless otherwise noted, it is management's opinion that the organization is not exposed to significant interest, currency or credit risks arising from its financial instruments. The fair values of the financial instruments approximate their carrying values, unless otherwise noted.

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### 16. Accounts Receivable

All of the amounts in accounts receivable are in the normal course of operations, for which the organization has not set up an allowance for uncollectible accounts [ 2015: \$ 0 ].

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### 17. Credit Facility Security

The society has arranged overdraft protection with its credit union, to a maximum of \$5,000, fully secured by a term deposit. The amount drawn at year-end was \$ 0 [ 2015: \$ 0 ].

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### 18. Accounts Payable and Statutory Deductions

All of the amounts in accounts payable are trade liabilities or accruals in the normal course of business. Statutory deductions is comprised of source deductions payable and WSIB payable, which are current.

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### 19. Deferred Contributions

		Trillium	Rebel with a Cause	CAEF		Total
Beginning balance	\$	9,681	\$ 2,460	\$ -	\$	12,141
Received during the year		-	1,990	625		2,615
Spent during the year		9,681	4,450	-		14,131
<b>Ending balance</b>	<b>\$</b>	<b>-</b>	<b>\$ -</b>	<b>\$ 625</b>	<b>\$</b>	<b>625</b>

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### 20. Commitments

The society has entered into a lease for its premises which requires future minimum lease payments, including applicable taxes, of \$1,329 monthly until May 31, 2017.

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### 21. Economic Dependence

In common with the normal not-for-profit financial environment, the agency derives such a significant portion of its revenues from various government sources and community groups that it is economically dependent upon these sources of revenue.

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