

**Barbra Schlifer  
Commemorative Clinic**

**Financial Statements**

**March 31, 2017**



## **Independent Auditor's Report**

To the Members of

### **Barbra Schlifer Commemorative Clinic**

We have audited the accompanying financial statements of **Barbra Schlifer Commemorative Clinic**, which comprise the statements of financial position as at **March 31, 2017** and the statements of operations, changes in net assets, 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 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 evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risk 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 the 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 qualified audit opinion.

# Barbra Schlifer Commemorative Clinic

## Independent Auditor's Report

Page 2

---

### Basis for Qualified Opinion

In common with many not-for-profit organizations, the organization derives revenue from donations and fundraising activities the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the organization's records. Therefore, we were not able to determine whether any adjustments might be necessary to the donation and fundraising revenue, excess of revenues over expenses, and cash flows from operations for the years ended March 31, 2017 and 2016, current assets as at March 31, 2017 and 2016, and net assets as at April 1 and March 31 for both the 2017 and 2016 years. Our audit opinion on the financial statements for the year ended March 31, 2016 was modified accordingly because of the possible effects of this limitation in scope.

### Qualified Opinion

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, these financial statements present fairly, in all material respects, the financial position of **Barbra Schlifer Commemorative Clinic** as at **March 31, 2017** and the results of its operations and cash flows for the year then ended in accordance with the Canadian accounting standards for not-for-profit organizations.

*Clarkson Rouble LLP*

Mississauga, Ontario  
August 15, 2017

**Clarkson Rouble LLP**  
**Chartered Professional Accountants**  
**Licensed Public Accountants**

# Barbra Schlifer Commemorative Clinic

## Statement of Financial Position As at March 31

	2017	2016
<b>Assets</b>		
<b>Current</b>		
Cash and cash equivalents (Note 2)	\$ 468,013	\$ 861,457
Accounts receivable	144,347	115,685
HST rebate receivable	37,022	35,669
Prepaid expenses and deferred charges	42,017	35,025
	<b>\$ 691,399</b>	<b>\$ 1,047,836</b>
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accrued liabilities	\$ 112,482	\$ 325,105
Deferred revenue	103,137	247,279
	<b>215,619</b>	<b>572,384</b>
<b>Net Assets</b>		
Operating fund	325,780	325,452
Maintenance and continuation fund (Note 3)	140,000	140,000
Special planned giving fund (Note 4)	10,000	10,000
	<b>475,780</b>	<b>475,452</b>
	<b>\$ 691,399</b>	<b>\$ 1,047,836</b>

See accompanying notes to financial statements

On behalf of the Board:



Director



Director

# Barbra Schlifer Commemorative Clinic

## Statement of Operations Year Ended March 31

	2017	2016
<b>Revenue (Schedule A)</b>	<b>\$ 3,736,896</b>	<b>\$ 3,648,329</b>
<b>Expenses</b>		
Salaries and benefits	2,328,528	2,212,040
Interpreters fees and training	495,920	497,680
Building occupancy	256,221	248,016
Purchased services	189,219	92,221
Insurance	29,957	29,268
Special events	44,677	43,252
Client disbursements	26,800	41,183
Promotion and publicity	17,480	15,210
Printing, postage, delivery	30,331	24,870
Telecommunications	75,199	63,777
Equipment, furniture, software	49,773	25,132
Travel	29,041	56,231
Volunteer expenses	6,342	6,701
Office and general	40,746	33,167
Program expenses	77,562	169,716
Renovations	-	48,280
Professional development	20,697	9,185
Membership fees - legal and other	18,075	15,229
	<b>3,736,568</b>	<b>3,631,158</b>
<b>Excess of revenue over expenses for the year</b>	<b>\$ 328</b>	<b>\$ 17,171</b>

*See accompanying notes to financial statements*

# Barbra Schlifer Commemorative Clinic

## Statement of Changes in Net Assets Year Ended March 31

---

	Maintenance and Continuation Fund	Special Planned Giving Fund	Operating Fund	2017 Total	2016 Total
<b>Balance, beginning of year</b>	\$ 140,000	\$ 10,000	\$ 325,452	\$ 475,452	\$ 458,281
<b>Excess of revenue over expenses</b>	-	-	328	328	17,171
<b>Balance, end of year</b>	<b>\$ 140,000</b>	<b>\$ 10,000</b>	<b>\$ 325,780</b>	<b>\$ 475,780</b>	<b>\$ 475,452</b>

*See accompanying notes to financial statements*

# Barbra Schlifer Commemorative Clinic

## Statement of Cash Flows Year Ended March 31

	2017	2016
<b>Operating activities</b>		
Excess of revenue over expenses for the year	\$ 328	\$ 17,171
Cash generated from (used for)		
Operating working capital		
Accounts receivable	(28,662)	246,921
HST rebate receivable	(1,353)	(3,292)
Prepaid expenses	(6,992)	4,396
Accounts payable	(212,623)	224,566
<b>(Decrease) increase from operating activities</b>	<b>(249,302)</b>	<b>489,762</b>
<b>Financing activities</b>		
Deferred revenue	(144,142)	40,637
<b>(Decrease) increase in financing activities</b>	<b>(144,142)</b>	<b>40,637</b>
<b>(Decrease) increase in cash</b>	<b>(393,444)</b>	<b>530,399</b>
<b>Cash and cash equivalents, beginning of year</b>	<b>861,457</b>	<b>331,058</b>
<b>Cash and cash equivalents, end of year</b>	<b>\$ 468,013</b>	<b>\$ 861,457</b>

*See accompanying notes to financial statements*

# Barbra Schlifer Commemorative Clinic

## Notes to Financial Statements

March 31, 2017

---

Barbra Schlifer Commemorative Clinic is a non-profit organization incorporated without share capital and is a registered Canadian Charitable organization and is exempt from income taxes under Section 149 of the Income Tax Act. The primary focus of the Clinic is to provide free legal, counselling, interpretation, information and referral services to women who are survivors of violence.

### 1. Significant accounting policies

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations. The significant accounting policies are summarized as follows:

#### a) Cash and cash equivalents

Cash and cash equivalents are defined as cash on hand, deposits in bank, and short-term investments which consist of term deposits.

#### b) Financial instruments

##### *Financial instruments*

The Clinic initially measures its financial assets and liabilities at fair value. The Clinic subsequently measures all its financial assets and liabilities at amortized cost, with the exception of short-term investments, which are measured at fair value. Changes in fair value are recognized in net income.

Financial assets measured at amortized cost include cash and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable, accrued liabilities and deferred revenue.

Financial assets measured at fair value include short term investments which consist of term deposits. The Clinic has elected to carry its term deposits at fair value as these investments are considered part of cash and cash equivalents (Note 2). The accrued interest recorded on such investments was felt to more accurately reflect the cash value of the term deposits at year end.

The Clinic does not have any financial liabilities measured at fair value and has not elected to recognized any financial liabilities at fair value.

##### *Transaction costs*

The Clinic recognizes its transaction costs in net income in the period incurred except for financial instruments that will not be subsequently measured at fair value. The carrying amounts of these instruments are adjusted by the transaction costs that are directly attributable to their issuance.



# Barbra Schlifer Commemorative Clinic

## Notes to Financial Statements

March 31, 2017

---

### 1. Significant accounting policies (continued)

#### c) Prepaid expenses and deferred charges

Prepaid expenses and deferred charges consist primarily of deposits and costs incurred prior to special events and meetings held subsequent to year end. The remaining balance consists of prepaid rent, insurance and lawyers professional indemnity.

#### d) Capital assets

Equipment purchased with government funding and United Way funding are amortized 100% in the year of acquisition in accordance with funding guidelines. Equipment purchased from unrestricted revenue are capitalized and amortized over the estimated life of the asset.

(i) All equipment purchased to date have been funded by government and United Way sources.

(ii) Equipment expensed prior to April 1, 1999 are not reflected on the balance sheet.

#### e) Revenue recognition

The Clinic follows the deferral method of accounting for revenue. Grant revenue is recorded as revenue in the year earned. Externally restricted contributions are deferred and recognized as revenue in the year in which the related expenses are incurred. Donations are recorded as received on a cash basis since pledges are not legally enforceable claims. Fees for services revenue is recognized as services are performed and fees are invoiced.

#### f) Measurement uncertainty

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 revenue and expenses during the reporting period. Significant items subject to such estimates and assumptions include valuation of accounts receivable, accrued liabilities and deferred revenue. Actual results could differ from those estimates.

# Barbra Schlifer Commemorative Clinic

## Notes to Financial Statements

March 31, 2017

---

### 1. Significant accounting policies (continued)

#### g) Donated services

The work of the Clinic is dependent on the services of many volunteers. Because these services are not normally purchased by the organization and because of the difficulty of determining their fair value, donated services are not recognized in these statements.

### 2. Cash and cash equivalents

	2017	2016
Cash held in bank - at cost	\$ 68,013	\$ 861,457
Term deposits - at fair value	400,000	-
	<hr/>	<hr/>
	\$ 468,013	\$ 861,457

---

### 3. Maintenance and Continuation Fund

The Maintenance and Continuation Fund is an internally restricted and designated fund, used to ensure, in the event of cessation or rapid curtailment of operations, that ongoing and termination expenses could be met in an orderly and responsible fashion.

### 4. Special Planned Giving Fund

The Special Planned Giving Fund is an internally restricted and designated fund, the interest on which is to be used for special client circumstances at the discretion and approval of the Board of Directors.

### 5. Lease commitments

The Clinic's obligation under an operating lease of occupied premises, including estimated occupancy costs and HST are as follows:

2018	\$ 238,736
2019	240,707
2020	246,619
2021	246,619
2022	184,964
	<hr/>
	\$ 1,157,645

---

# Barbra Schlifer Commemorative Clinic

## Notes to Financial Statements

March 31, 2017

---

### 6. Financial instruments risk exposure

The Clinic is exposed to various risks through its financial instruments. The following analysis provides a measure of the Clinic's risk exposure and concentrations at the statement of financial position date.

#### **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 Clinic's main credit risks relate to accounts receivable, however the risk is limited due to the nature of its accounts receivable. Contributions are not recorded in receivables unless collection is reasonably assured. The Clinic has not had issues with these collections in the past. The allowance for doubtful accounts is \$Nil (2016 - \$Nil).

#### **Liquidity risk**

Liquidity risk is the risk that the organization will encounter difficulty in meeting obligations associated with financial liabilities. The Clinic is exposed to this risk mainly in respect of its accounts payable. The Clinic expects to meet these obligations as they come due through sufficient cash flow from operations. The Clinic has not had issues with meeting obligations in the past.

There has been no change in risk assessment from the prior year.

#### **Market risk**

Market risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk. Due to the nature of the Clinic and the type of financial assets and liabilities that it carries, the Clinic is not significantly exposed to currency risk, interest rate risk, or other price risk.

# Barbra Schlifer Commemorative Clinic

## Notes to Financial Statements

March 31, 2017

### 7. Ministry of Citizenship and Immigration funding and expenses

Funding received from the Ministry and the related expenses for the support programs operated by the clinic during the year ended March 31, 2017 are as follows:

<b>Ministry of Citizenship and Immigration funding</b>	<b>\$ 755,347</b>
<b>Expenses</b>	
Salaries	249,668
Benefits	43,442
Interpreter remuneration	349,978
Interpreter travel	17,973
Other program expenses	2,314
Staff travel	679
Administration	97,303
	<b>761,357</b>
	<b>\$ (6,010)</b>

### 8. Ministry of Community and Social Services

The Clinic has a Service Contract with the Ministry of Community and Social Services. A Transfer Payment Annual Reconciliation (TPAR) summarizes by service (project code), all revenues and expenditures and identifies any resulting surplus or deficit that relates to the Service Contract. A review of these reports for the year ended March 31, 2017 shows the following:

<b>Detail Code #</b>	<b>Detail Code Name</b>	<b>Revenue</b>	<b>Expenses</b>	<b>Surplus (Deficit)</b>
8773	VAW Counselling Services	\$ 302,772	\$ 302,772	\$ -
8779	VAW Transitional Housing Support	214,859	214,859	-
8783	BPS - Other Adult Social Services	7,962	7,962	-
8786	VAW Capacity Building	7,500	7,500	-
		<b>\$ 533,093</b>	<b>\$ 533,093</b>	<b>\$ -</b>

# Barbra Schlifer Commemorative Clinic

## Notes to Financial Statements March 31, 2017

---

### 9. Ministry of the Attorney General funding and expenses

#### Specialized Legal Services

Income and expenses for the legal support program operated by the clinic for the period April 1, 2016 to March 31, 2017 are as follows:

#### Income

Ministry of the Attorney General funding	\$ 350,000
Reimbursements	5,910
Donations and fundraising	93,636
	<hr/>
	\$ 449,546

#### Expenses

Salaries	312,848
Benefits	49,621
Client disbursements	6,543
Legal indemnity insurance	12,164
Professional membership fees - Law Society	13,870
Professional Development	6,334
Direct costs	401,380
Administrative costs (bookkeeping, insurance, audit, staff training, office supplies and equipment, advertising, publicity, travel, occupancy) @ 12%	48,166
	<hr/>
	449,546
	<hr/>
	\$ -

#### Family Court Support Worker Program

Income and expenses for the family court support worker program operated by the clinic for the period April 1, 2016 to March 31, 2017 are as follows:

#### Income

Ministry of the Attorney General	\$ 227,500
Donations and fundraising	50,246
	<hr/>
	277,746

#### Expenses

Salaries	210,273
Benefits	33,438
Cell phones	4,276
Direct costs	247,987
Administrative costs (bookkeeping, insurance, audit, staff training, office supplies and equipment, advertising, publicity, travel, occupancy) @ 12%	29,759
	<hr/>
	277,746
	<hr/>
	\$ -

# Barbra Schlifer Commemorative Clinic

Notes to Financial Statements  
March 31, 2017

---

## 9. Ministry of the Attorney General funding and expenses (continued)

### Independent Legal Advice

Income and expenses for the independent legal advice program operated by the clinic for the period April 1, 2016 to March 31, 2017 are as follows.

#### Income

Ministry of the Attorney General funding	\$ 92,185
Donations	592
Carry over from prior year	5,580
	<hr/>
	\$ 98,357

#### Expenses

Salaries	66,728
Rent	20,412
Recruitment	1,723
Program set up	2,558
Insurance	4,236
Training modules	1,500
Development of policies and procedures	1,200
	<hr/>
	98,357
	<hr/>
	\$ -

# Barbra Schlifer Commemorative Clinic

## Revenues

Year Ended March 31

Schedule A

	2017	2016
<b>Revenues</b>		
Ministry of Citizenship and Immigration (Note 7)	\$ 755,347	\$ 765,309
Ministry of Community and Social Services (Note 8)	533,093	508,093
Ministry of the Attorney General (Note 9)	675,266	599,156
Ministry of Health and Long-Term Care	358,248	358,248
United Way of Greater Toronto	339,988	222,824
Department of Justice	42,115	-
Donations - foundations, corporations and gifts-in-kind	285,915	416,097
Special events	205,239	181,678
Donations - individuals	97,675	203,629
Social Enterprise Fund	30,900	37,000
City of Toronto	116,654	79,898
Investment income	4,786	4,854
Fees for services	264,348	246,365
Other income	27,322	25,178
<b>Total revenue</b>	<b>\$ 3,736,896</b>	<b>\$ 3,648,329</b>

