

**Barbra Schlifer
Commemorative Clinic**

Financial Statements

March 31, 2018



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, 2018** 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, 2018 and 2017, current assets as at March 31, 2018 and 2017, and net assets as at April 1 and March 31 for both the 2018 and 2017 years. Our audit opinion on the financial statements for the year ended March 31, 2017 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, 2018** 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
July 4, 2018

Clarkson Rouble LLP
Chartered Professional Accountants
Licensed Public Accountants



Barbra Schlifer Commemorative Clinic

Statement of Financial Position As at March 31

	2018	2017
Assets		
Current		
Cash and cash equivalents (Note 2)	\$ 596,321	\$ 468,013
Accounts receivable	267,427	144,347
HST rebate receivable	41,987	37,022
Prepaid expenses and deferred charges	34,159	42,017
	\$ 939,894	\$ 691,399

Liabilities

Current		
Accounts payable and accrued liabilities	\$ 281,951	\$ 112,482
Deferred revenue	168,498	103,137
	450,449	215,619

Net Assets


Operating fund	339,445	325,780
Maintenance and continuation fund (Note 3)	140,000	140,000
Special planned giving fund (Note 4)	10,000	10,000
	489,445	475,780
	\$ 939,894	\$ 691,399

See accompanying notes to financial statements

On behalf of the Board:



Director



Director

Barbra Schlifer Commemorative Clinic

Statement of Operations Year Ended March 31

	2018	2017
Revenue (Schedule A)	\$ 3,865,682	\$ 3,736,896
Expenses		
Salaries and benefits	2,434,092	2,328,528
Interpreters fees and training	527,930	495,920
Building occupancy	265,140	256,221
Purchased services	208,828	189,219
Insurance	30,824	29,957
Special events	52,104	44,677
Client disbursements	32,177	26,800
Promotion and publicity	9,839	17,480
Printing, postage, delivery	25,922	30,331
Telecommunications	87,401	75,199
Equipment, furniture, software	38,032	49,773
Travel	40,735	29,041
Volunteer expenses	6,246	6,342
Office and general	31,590	40,746
Program expenses	28,270	77,562
Professional development	13,172	20,697
Membership fees - legal and other	19,715	18,075
	3,852,017	3,736,568
Excess of revenue over expenses for the year	\$ 13,665	\$ 328

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	2018 Total	2017 Total
Balance, beginning of year	\$ 140,000	\$ 10,000	\$ 325,780	\$ 475,780	\$ 475,452
Excess of revenue over expenses	-	-	13,665	13,665	328
Balance, end of year	\$ 140,000	\$ 10,000	\$ 339,445	\$ 489,445	\$ 475,780

See accompanying notes to financial statements

Barbra Schlifer Commemorative Clinic

Statement of Cash Flows Year Ended March 31

	2018	2017
Operating activities		
Excess of revenue over expenses for the year	\$ 13,665	\$ 328
Cash generated from (used for)		
Operating working capital		
Accounts receivable	(123,080)	(28,662)
HST rebate receivable	(4,965)	(1,353)
Prepaid expenses	7,858	(6,992)
Accounts payable	169,469	(212,623)
Increase (decrease) from operating activities	62,947	(249,302)
Financing activities		
Deferred revenue	65,361	(144,142)
Increase (decrease) in financing activities	65,361	(144,142)
Increase (decrease) in cash	128,308	(393,444)
Cash and cash equivalents, beginning of year	468,013	861,457
Cash and cash equivalents, end of year	\$ 596,321	\$ 468,013

See accompanying notes to financial statements

Barbra Schlifer Commemorative Clinic

Notes to Financial Statements

March 31, 2018

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, 2018

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, 2018

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

	2018	2017
Cash held in bank - at cost	\$ 596,321	\$ 68,013
Term deposits - at fair value	-	400,000
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	\$ 596,321	\$ 468,013

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:

2019	\$ 240,707
2020	246,619
2021	246,619
2022	184,964
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	\$ 918,909

Barbra Schlifer Commemorative Clinic

Notes to Financial Statements

March 31, 2018

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 (2017 - \$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, 2018

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, 2018 are as follows:

Ministry of Citizenship and Immigration funding	\$ 756,313
Expenses	
Salaries	250,916
Benefits	43,659
Interpreter remuneration	338,298
Interpreter travel	19,607
Other program expenses	6,287
Staff travel	1,626
Administration	96,237
	756,630
	\$ (317)

8. Ministry of Community and Social Services funding and expenses

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, 2018 shows the following:

Detail Code #	Detail Code Name	Revenue	Expenses	Surplus (Deficit)
8773	VAW Counselling Services	\$ 289,486	\$ 289,486	\$ -
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	-
		\$ 519,807	\$ 519,807	\$ -

Barbra Schlifer Commemorative Clinic

Notes to Financial Statements

March 31, 2018

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, 2017 to March 31, 2018 are as follows:

Income

Ministry of the Attorney General funding	\$ 350,000
Other grants, donations and fundraising	116,434
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	\$ 466,434

Expenses

Salaries	315,450
Benefits	55,332
Client disbursements	10,804
Legal indemnity insurance	15,233
Professional membership fees - Law Society	17,700
Professional Development	1,940
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Direct costs	416,459
Administrative costs (bookkeeping, insurance, audit, staff training, office supplies and equipment, advertising, publicity, travel, occupancy) @ 12%	49,975
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	466,434
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	\$ -

Independent Legal Advice

Income and expenses for the independent legal advice program operated by the clinic for the period April 1, 2017 to March 31, 2018 are as follows.

Income

Ministry of the Attorney General funding	\$ 132,000
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Expenses

Salaries, benefits and professional fees	107,000
Rent/occupancy and other operating costs	25,000
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	132,000
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	\$ -

Barbra Schlifer Commemorative Clinic

Notes to Financial Statements March 31, 2018

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

Family Court Support Worker Program

Income and expenses for the family court support worker program operated by the clinic for the period April 1, 2017 to March 31, 2018 are as follows:

Income

Ministry of the Attorney General	\$ 227,500
Donations and fundraising	51,384
	278,884

Expenses

Salaries	205,744
Benefits	37,808
Cell phones	7,332
Direct costs	250,884
Administrative costs (bookkeeping, insurance, audit, staff training, office supplies and equipment, advertising, publicity, travel, occupancy) @ 12%	28,000
	278,884
	\$ -

10. Department of Justice funding and expenses

"Not Okay: Breaking Down Barriers to Criminal Justice from Women Who Experience Sexual Assault"

Income and expenses for the Project from when it began to the current fiscal year end, or January 1, 2017 to March 31, 2018 is as follows:

	Jan 1 2017 - March 31, 2017	April 1 2017 - March 31, 2018	Jan 1, 2017 - March 31 2018
Income			
Department of Justice	\$ 42,115	\$ 75,000	\$ 117,115
Expenses			
Salary/Benefits-Coordinator	16,111	65,000	81,111
Evaluation	13,797	5,000	18,797
Furniture/Computer	4,958	-	4,958
Administration	6,249	5,000	11,249
Financial Verification	1,000	-	1,000
	42,115	75,000	117,115
	\$ -	\$ -	\$ -

Barbra Schlifer Commemorative Clinic

Revenues

Year Ended March 31

Schedule A

	2018	2017
Revenues		
Ministry of Citizenship and Immigration (Note 7)	\$ 756,313	\$ 755,347
Ministry of Community and Social Services (Note 8)	519,807	533,093
Ministry of the Attorney General (Note 9)	709,500	675,266
Ministry of Health and Long-Term Care	358,984	358,248
United Way of Greater Toronto	230,800	339,988
Department of Justice (Note 10)	75,000	42,115
Donations - foundations, corporations and gifts-in-kind	284,405	285,915
Special events	227,630	205,239
Donations - individuals	114,462	97,675
Social Enterprise Fund	25,110	30,900
Status of Women Canada	73,562	-
City of Toronto	106,573	116,654
Investment income	7,026	4,786
Fees for services	358,034	264,348
Other income	18,476	27,322
Total revenue	\$ 3,865,682	\$ 3,736,896