

Muskoka Victim Services

Financial Statements

March 31, 2015

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Independent Auditor's Report

To the Members of Muskoka Victim Services

I have audited the accompanying financial statements of Muskoka Victim Services which comprise the statement of financial position as at March 31, 2015 and the statements of operations and changes in net assets and cash flows for the year then ended, and notes, comprising 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

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I 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 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.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified audit opinion.

Basis for Qualified Opinion

In common with many charitable organizations, Muskoka Victim Services derives revenue from donations and fundraising, the completeness of which is not susceptible of satisfactory audit verification. Accordingly, my verification of these revenues was limited to the amounts recorded in the records of the organization and I was not able to determine whether any adjustments might be necessary to revenues, excess of revenues over expenses, assets and net assets.

Opinion

In my opinion, except for the possible effect of the matter described in the basis for qualified opinion paragraph, these financial statements present fairly, in all material respects, the financial position of Muskoka Victim Services as at March 31, 2015, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

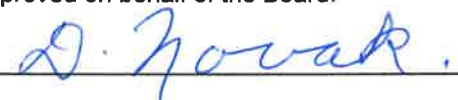
Dave Stevenson
CPA, CA, Licensed Public Accountant

June 12, 2015
Bracebridge, Ontario

Muskoka Victim Services
Statement of Financial Position

March 31	2015	2014
Assets		
Current		
Cash	\$ 34,995	\$ 14,393
Accounts receivable	-	2,355
HST receivable	3,880	3,605
Prepaid expenses	3,281	1,725
	<u>42,156</u>	<u>22,078</u>
Capital assets (Note 2)	<u>11,690</u>	<u>15,728</u>
	<u>\$ 53,846</u>	<u>\$ 37,806</u>
Liabilities		
Current		
Accounts payable and accrued liabilities	\$ 2,999	\$ 4,001
Government remittances payable	4,028	4,515
Deferred contributions	10,000	-
	<u>17,027</u>	<u>8,516</u>
Unamortized capital grants	<u>7,081</u>	<u>9,297</u>
	<u>24,108</u>	<u>17,813</u>
Net Assets		
Net assets invested in capital assets	4,609	6,431
Unrestricted	25,129	13,562
	<u>29,738</u>	<u>19,993</u>
	<u>\$ 53,846</u>	<u>\$ 37,806</u>

Approved on behalf of the Board:

 _____ Director

 _____ Director

Muskoka Victim Services

Statement of Operations and Changes in Net Assets

For the year ended March 31	2015	2014
Revenues		
Ontario Ministry of the Attorney General funding	\$ 219,078	\$ 218,695
Donations and fundraising	12,689	3,763
Interest income	250	38
Amortization of capital grants	2,216	2,962
	234,233	225,458
Expenses		
Salaries and benefits	168,900	166,775
Other program costs		
Building occupancy	-	3,083
Office and program supplies	8,272	7,343
Telephone	7,989	7,948
Public education	5,127	4,107
Staff expenses	7,670	7,574
Volunteer expenses	8,836	7,740
Client expenses	1,435	445
Purchased services	6,718	9,207
Insurance	4,221	4,180
Association fees	285	413
	50,553	52,040
Total other program costs	50,553	52,040
Total program costs	219,453	218,815
Amortization of capital assets	4,038	5,527
Fundraising	1,363	2,321
	224,854	226,663
Excess (deficiency) of revenues over expenses before the following	9,379	(1,205)
District of Muskoka Funded Operations (Schedule 5)	366	-
Excess (deficiency) of revenues over expenses for the year	9,745	(1,205)
Net assets - beginning of year	19,993	21,198
Net assets - end of year	\$ 29,738	\$ 19,993
Represented by		
Net assets invested in capital assets	\$ 4,609	\$ 6,431
Unrestricted net assets	25,129	13,562
	\$ 29,738	\$ 19,993

The accompanying notes are an integral part of these financial statements

Muskoka Victim Services

Statement of Cash Flows

For the year ended March 31	2015	2014
Cash provided by (used in)		
Operating activities		
Excess (deficiency) of revenues over expenses for the year	\$ 9,745	\$ (1,205)
Adjustment for		
Amortization of capital assets	4,038	5,527
Amortization of capital grants	(2,216)	(2,962)
	<u>11,567</u>	<u>1,360</u>
Changes in non-cash working capital balances		
Accounts receivable	2,355	1,301
HST receivable	(275)	2,379
Prepaid expenses	(1,556)	(1,725)
Accounts payable and accrued liabilities	(1,002)	-
Government remittances payable	(487)	768
Deferred contributions	<u>10,000</u>	<u>-</u>
Change in cash during the year	20,602	4,083
Cash - beginning of year	14,393	10,310
Cash - end of year	\$ 34,995	\$ 14,393

The accompanying notes are an integral part of these financial statements

Muskoka Victim Services

Notes to the Financial Statements

March 31, 2015

1. Significant Accounting Policies

Nature of Operations

Muskoka Victim Services is an organization that was formed to assist police services by providing, through trained volunteers, immediate short-term emotional support, guidance and assistance for victims of crime and tragic services, and referral for medium and long-term support in the Muskoka region. The organization was incorporated without share capital by letters patent issued under the Corporations Act of Ontario. The organization is exempt from income tax in Canada as a registered charitable organization under the Income Tax Act.

During the year ended March 31, 2015 approximately 87% (2014 - 97%) of the organization's revenue was received from the Ontario Ministry of the Attorney General.

Basis of Presentation

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations except for the following adjustments required in order to be in accordance with the operating agreements between the organization and the Ontario Ministry of the Attorney General:

- (a) vacation pay is expensed when paid;
- (b) other program costs are recorded on the modified accrual basis of accounting which allows for short-term accruals of expenses within 30 days of year-end; and
- (c) expenses paid once a year are expensed in the period paid without provision for any prepaid portion.

Use of 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 at the date of the financial statements and the reported amounts of revenues and expenses during the reported period. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in operations in the year in which they become known.

Capital Assets

Capital assets are recorded at cost. Amortization based on the estimated useful life of the asset is as follows:

Computer equipment	- 30%	diminishing balance
Office furniture and equipment	- 20%	diminishing balance

Muskoka Victim Services

Notes to the Financial Statements

March 31, 2015

1. Significant Accounting Policies (continued)

Revenue Recognition	The organization follows the deferral method of accounting for contributions. Restricted contributions received for specific purposes are deferred and recognized as revenue when the related expenditure is 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.
Contributed Services	A number of volunteers contribute a significant amount of time each year to the organization. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.
Financial Instruments	The organization's financial instruments consist of cash, accounts receivable, HST receivable, accounts payable and government remittances payable. Financial instruments are recorded at fair value on initial recognition. Accounts receivable, HST receivable, accounts payable and government remittances payable are subsequently measured at amortized cost. Financial instruments measured at amortized cost are tested for impairment when there are indicators of impairment. The amount of any write down or subsequent recovery is recognized in net revenue (expense).

Muskoka Victim Services
Notes to the Financial Statements

March 31, 2015

2. Capital Assets

	2015		2014	
	Cost	Accumulated Amortization	Cost	Accumulated Amortization
Computer equipment	\$ 17,000	\$ 10,750	\$ 17,000	\$ 8,072
Office furniture and equipment	23,889	18,449	23,889	17,089
	\$ 40,889	\$ 29,199	\$ 40,889	\$ 25,161
Net book value		\$ 11,690		\$ 15,728

3. Financial Instrument Risk

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 organization is exposed to credit risk arising from its cash. The organization reduces its credit risk on cash by placing these instruments with institutions of high credit worthiness. There has been no change in this risk from the prior year.

Liquidity Risk

Liquidity risk is the risk that the organization will encounter difficulty in meeting its obligations associated with financial liabilities. Liquidity risk includes the risk that, as a result of operational liquidity requirements the organization will not have sufficient funds to settle a transaction on the due date or will be forced to sell financial assets at amounts less than their worth or may be unable to settle or recover a financial asset. The organization is exposed to liquidity risk arising from its accounts payable and government remittances payable. There has been no change in this risk from the prior year.

Muskoka Victim Services

Schedule 1 - Muskoka Victim Services Operations

For the year ended March 31	2015 Budget	2015 Actual	2014 Actual
Revenue			
Ontario Ministry of the Attorney General funding	\$ 165,000	\$ 165,000	\$ 165,000
Amortization of capital grants	-	2,216	2,962
	<u>165,000</u>	<u>167,216</u>	<u>167,962</u>
Expenses			
Salaries and benefits	129,822	129,823	126,769
Other program costs			
Building occupancy	-	-	2,417
Office and program supplies	3,813	3,763	4,595
Telephone	5,224	5,639	5,548
Office and program equipment	2,585	2,189	1,608
Public education	3,170	3,412	2,767
Staff expenses	4,425	4,444	4,212
Volunteer expenses	6,828	6,776	6,940
Client expenses	1,154	1,320	384
Purchased services	4,798	4,798	6,692
Insurance	3,181	3,181	2,824
Association fees	-	30	363
	<u>35,178</u>	<u>35,552</u>	<u>38,350</u>
Total other program costs			
Total program costs	165,000	165,375	165,119
Amortization of capital assets	-	4,038	5,527
	<u>165,000</u>	<u>169,413</u>	<u>170,646</u>
Excess of expenses over revenue for the year	\$ -	\$ (2,197)	\$ (2,684)

Muskoka Victim Services

Schedule 2 - Support Link Operations

For the year ended March 31	2015 Budget	2015 Actual	2014 Actual
Revenue			
Ontario Ministry of the Attorney General funding	\$ 30,000	\$ 30,000	\$ 30,000
Expenses			
Salaries and benefits	22,359	22,359	25,655
Other program costs			
Building occupancy	-	-	315
Office and program supplies	1,015	1,015	455
Telephone	1,215	1,215	650
Public education	890	890	375
Staff expenses	1,086	1,156	931
Volunteer expenses	1,590	1,590	525
Client expenses	60	60	20
Purchased services	1,060	990	660
Insurance	535	535	375
Association fees	190	190	39
Total other program costs	7,641	7,641	4,345
Total program costs	30,000	30,000	30,000
Excess of revenue over expenses for the year	\$ -	\$ -	\$ -

Muskoka Victim Services

Schedule 3 - Victim Quick Response Operations

For the year ended March 31	2015 Budget	2015 Actual	2014 Actual
Revenue			
Ontario Ministry of the Attorney General funding	\$ 7,828	\$ 7,828	\$ 7,828
Expenses			
Salaries and benefits	5,573	5,573	5,573
Other program costs			
Building occupancy	-	-	178
Office and program supplies	160	160	175
Telephone	325	325	430
Office and program equipment	110	110	90
Public education	235	235	165
Staff expenses	505	525	481
Volunteer expenses	470	470	275
Purchased services	240	220	295
Insurance	145	145	155
Association fees	65	65	11
Total other program costs	2,255	2,255	2,255
Total program costs	7,828	7,828	7,828
Excess of revenue over expenses for the year	\$ -	\$ -	\$ -

Muskoka Victim Services

Schedule 4 - Court Support Worker Program Operations

For the year ended March 31	2015 Budget	2015 Actual	2014 Actual
Revenue			
Ontario Ministry of the Attorney General funding	\$ 16,250	\$ 16,250	\$ 15,867
Expenses			
Salaries and benefits	11,145	11,145	8,778
Other program costs			
Administration	350	350	-
Building occupancy	-	-	172
Office and program supplies	685	685	420
Telephone	810	810	1,320
Public education	590	590	800
Staff expenses	1,470	1,545	1,950
Client expenses	55	55	41
Purchased services	785	710	1,560
Insurance	360	360	826
Total other program costs	5,105	5,105	7,089
Total program costs	16,250	16,250	15,867
Excess of revenue over expenses for the year	\$ -	\$ -	\$ -

Muskoka Victim Services

Schedule 5 - District of Muskoka Funded Operations

For the year ended March 31	2015 Budget	2015 Actual	2014 Actual
Revenue			
District of Muskoka funding	\$ 35,000	\$ 20,000	\$ -
Expenses			
Salaries and benefits	14,197	16,029	-
Other program costs			
Office and program supplies	358	1,022	-
Telephone	375	438	-
Public education	4,000	381	-
Staff expenses	2,000	824	-
Volunteer expenses	14,070	940	-
Total other program costs	20,803	3,605	-
Total program costs	35,000	19,634	-
Excess of revenue over expenses for the year	\$ -	\$ 366	\$ -

Schedule 6 - Project Funding Operations

For the year ended March 31	2015	2014
Revenue		
Donations and fundraising	\$ 12,689	\$ 3,762
Interest income	250	38
	12,939	3,800
Expenses		
Fundraising	1,363	2,321
Excess of revenue over expenses for the year	\$ 11,576	\$ 1,479