# LAKESHORE COMMUNITY OUTREACH CENTRE INC. (OPERATING AS THE COMPASS)

Financial Statements December 31, 2020



#### INDEPENDENT AUDITORS' REPORT

To the Members of Lakeshore Community Outreach Centre Inc.:

Report on the Audit of the Financial Statements

#### **Qualified Opinion**

We have audited the financial statements of Lakeshore Community Outreach Centre Inc. ("the Organization"), which comprise the statement of financial position as at December 31, 2020, and the statement of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the 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 December 31, 2020, 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 (ASNPO).

#### **Basis for Qualified Opinion**

In common with many charitable organizations, Lakeshore Community Outreach Centre Inc. derives revenue from donations and fundraising activities, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our audit of these revenues was limited to the amounts recorded in the records of Lakeshore Community Outreach Centre Inc. and we were not able to determine whether any adjustments might be necessary for recorded donations or fundraising revenues, the excess of revenues over expenditures, cash flows from operating activities for the years ended December 31, 2020, current assets as at December 31, 2020 and and net assets as at December 31, 2020. Consequently we expressed a qualified audit opinion on the financial statements for the year ended December 31, 2020, because of the possible effect of this scope limitation.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditors' 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 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 ASNPO, 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.

#### Auditors' 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 auditors' 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 auditors' 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 auditors' 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.

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

Hufton Valvano Grove Phil pp LLP

Chartered Professional Accountants Licensed Public Accountants

Mississauga, Ontario March 25, 2021

BALANCE SHEET December 31, 2020

	Notes		2020	2019
ASSETS				
CURRENT				
Cash		\$	1,131,269	\$ 224,228
Guaranteed investment certificates	2	>000	170,000	160,000
Harmonized sales tax rebate			12,012	10,131
Interest receivable			2,655	893
Prepaid expenses			12,129	10,002
			1,328,065	405,254
EQUIPMENT	3		18,352	2,393
		\$	1,346,417	\$ 407,647
LIABILITIES CURRENT Accounts payable and accrued liabilities Deferred revenue	4	\$	32,393 55,526	\$ 4,612 11,450
			87,919	16,062
COMMITMENTS	5			
NET ASSETS				
Operating fund			198,498	270,440
Internally restricted fund			350,000	121,145
Internally restricted fund - facilities			350,000	-
Internally restricted fund -				
client services			360,000	-
			1,258,498	391,585
		\$	1,346,417	\$ 407,647

Approved by the Board:

Director

..Director

### STATEMENT OF CHANGES IN NET ASSETS For the year ended ended December 31, 2020

		Operating fund	Internall restricte fun	d	Internally restricted fund - facilities	-	Internally restricted fund - client services	Total 2020
BALANCE, beginning of year	\$	270,440 \$	121,145	\$	-	\$	-	\$ 391,585
Excess of revenue over								
expenditures		866,913	-		-		-	866,913
Transfers		(938,855)	228,855		350,000		360,000	
BALANCE, end of year	\$	198,498 \$	350,000	\$	350,000	\$	360,000	\$ 1,258,498
			0	•	ating fund rest		ternally ed fund	Total 2019
BALANCE, beginning of year			\$	L44,	724 \$	1	21,145 \$	265,869
Excess of revenue over expend	litu	res		125,	716		-	125,716
BALANCE, end of year			\$ 2	270,	440 \$	1	21,145 \$	391,585

### STATEMENT OF OPERATIONS For the year ended December 31, 2020

	Notes	2020	2019
REVENUE			
Donations from individuals and organizations	6	\$ 1,148,232	\$ 391,387
Grants		145,808	23,478
Contributions by supporting churches		124,102	93,614
Fund-raising events		111,573	77,414
Investment income		2,218	1,318
Property tax rebates and other		-	7,623
		1,531,933	594,834
EXPENDITURES			
Food and supplies for clients		305,903	150,579
Staff compensation and benefits	7	159,070	108,238
Occupancy		121,799	134,515
Client programs		43,223	48,175
Administration		21,941	20,901
Fundraising expenses		6,732	2,808
Professional fees		2,300	1,900
Publicity		531	1,736
Amortization		3,521	266
		665,020	469,118
EXCESS OF REVENUE OVER EXPENDITURES FOR		 	
THE YEAR		\$ 866,913	\$ 125,716

### STATEMENT OF CASH FLOWS For the year ended December 31, 2020

		2020		2019	
OPERATING ACTIVITIES					
Excess of revenue over expenditures for the year	\$	866,913	\$	125,716	
Items not involving cash:					
Amortization		3,521		266	
		870,434		125,982	
Net change in non-cash working capital items:					
Harmonized sales tax rebate		(1,881)		2,396	
Interest receivable		(1,762)		(893)	
Accounts payable and accrued liabilities			205		
Prepaid expenses		2,445			
Deferred revenue		44,076		11,450	
		936,521		141,585	
INVESTING ACTIVITIES					
Purchase of equipment		(19,480)		(2,659)	
Guaranteed investment certificates		(10,000)		(110,000)	
		(29,480)		(112,659)	
INCREASE IN CASH		907,041		28,924	
CASH, beginning of year		224,228		195,304	
CASH, end of year	\$	1,131,269	\$	224,228	

NOTES TO THE FINANCIAL STATEMENTS December 31, 2020

#### **DESCRIPTION OF BUSINESS**

Lakeshore Community Outreach Centre Inc., is a not-for-profit organization (hereinafter, "the Organization") incorporated without share capital under the Ontario corporations act. The Organization is a registered charitable organization under the Income Tax Act and is exempt from income taxes.

The mission of the Organization is to help people in southern Mississauga who are experiencing economic, social or emotional challenges. The Organization assists in the relief of poverty by providing food and other basic supplies to persons in need, conducts varied programs for them and serves as a venue for fellowship, encouragement and support.

#### 1 SIGNIFICANT ACCOUNTING POLICIES

These financial statements were prepared in accordance with Canadian Accounting Standards for Not-for-Profit Organizations (ASNPO) and include the following significant accounting policies:

#### **Use of estimates**

The preparation of the Organization's financial statements in conformity 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 the 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. These estimates are reviewed periodically and adjustments are made to income as appropriate in the period they become known. Due to the inherent uncertainty in making estimates, actual results could differ from those estimates.

NOTES TO THE FINANCIAL STATEMENTS December 31, 2020

# 1 SIGNIFICANT ACCOUNTING POLICIES continued Fund accounting

The Organization follows the restricted fund method of accounting and the financial statements include the following funds:

#### <u>Unrestricted Operating Fund</u>

The unrestricted operating fund accounts for the Organization's general operations and activities. The fund reports unrestricted resources.

#### **Internally Restricted Fund**

The board of directors have established an internally restricted fund as a contingency to sustain current services to clients and capital expenditures. Additions and expenditures from this internally restricted fund must be approved by the board of directors.

#### Client Services Reserve Fund

In connection with the COVID-19 pandemic, the Organization experienced a significant outpouring of generosity from supporters, and increased community need. The board of directors established the client services reserve fund to ensure that the Organization is able to sustain the increased level of client support over the next few years.

#### Facilities Reserve Fund

The board of directors established the facilities reserve fund to cover the anticipated costs of leasehold improvements, equipment and furnishings anticipated when the Organization takes possession of their new location in early 2022.

#### **Revenue recognition**

The Organization follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenditures are incurred. Unrestricted contributions are recognized as revenue when received or receivable when the amount to be received can be reasonably estimated and collection is reasonably assured.

Gifts in kind, other than donated food, are recorded as revenue at their estimated fair value when received by the Organization.

Government grants pertinent to specific projects are recognized as revenue as the related project expenses are incurred.

NOTES TO THE FINANCIAL STATEMENTS December 31, 2020

# 1 SIGNIFICANT ACCOUNTING POLICIES continued Food Inventory

The Organization receives food donations and also purchases food inventory. As it is distributed at no charge, no inventory value has been recorded on the financial statements for food on hand at year end.

#### **Equipment**

Capital assets are amortized over their estimated useful lives at the following annual rates:

Equipment and furniture 2,3 or 5 years via the straight line method

#### **Contributed services**

Volunteers contribute many hours each year in carrying out the Organization's activities. Accomplishing the Organization's objectives would not be possible without their dedication. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

#### Financial instruments

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

The Organization subsequently measures all its financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash, guaranteed investment certificates and harmonized sales tax rebate.

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

NOTES TO THE FINANCIAL STATEMENTS December 31, 2020

#### 2 **GUARANTEED INVESTMENT CERTIFICATES**

Guaranteed investment certificates are cashable certificates maturing January 2021 through November 2021, bearing interest rates of 0.65% to 2.00%. Market value approximates carrying value.

Two of the guaranteed investment certificates with a value of \$20,000 are held as a guarantee against the limit of the credit card of the same amount. The current amount of the credit card liability is \$6,19. The credit card liability is paid in full each month.

#### 3 **EQUIPMENT**

			Acc	umulated	Net Book V	/alue
	Cost		Amo	ortization	2020	2019
Furniture and fixtures	\$	22,139	\$	3,787 \$	18,352 \$	2,393

#### 4 **DEFERRED REVENUE**

Deferred revenue is comprised of grants that are recognized as income in the period necessary to match them with the related costs, for which they are intended to cover.

	2020	2019
Deferred revenue, beginning of the year	\$ 11,450 \$	-
Grants received during the year:		
Community coaches grant	-	25,000
Digital communications Coordination	9,500	-
Online ordering system	20,000	-
Personal hygiene	25,000	-
Mental Health Support	20,000	-
Grants recognized as revenue:		
Community coaches grant	(8,574)	(13,550)
Personal hygiene	(21,850)	-
Deferred revenue, end of the year	\$ 55,526 \$	11,450

NOTES TO THE FINANCIAL STATEMENTS December 31, 2020

#### 5 **COMMITMENTS**

The Organization is committed under an operating lease for leased premises in the following amounts:

2021	\$ 64,494
	\$ 64.494

The Organization signed a lease for new premises on September 23, 2020. The monthly rent at the new location will be \$10,000 and will begin two months after initial possession. The target date of possession is December 1, 2021 with monthly rent payments starting February 1, 2022. As construction of the new location is not complete, this date may change.

#### **6 DONATIONS FROM INDIVIDUALS AND ORGANIZATIONS**

Donations received are recorded as income when received. The total amount of donations received for the year was \$1,148,232 (2019 - \$391,387).

#### 7 GOVERNMENT ASSISTANCE

The Organization received \$3,878 under Canada's temporary wage subsidy. This amount has been credited against salaries and wages.

#### 8 FINANCIAL INSTRUMENTS Risks and concentrations

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 assist users of financial statements in assessing the extent of risk related to financial instruments.

#### Market risk

Market risk is the risk that the value of a financial instrument will fluctuate as a result of changes in market prices, whether the factors are specific to the instrument or all instruments traded in the market.

NOTES TO THE FINANCIAL STATEMENTS December 31, 2020

# 8 FINANCIAL INSTRUMENTS continued Interest rate risk

The Organization is exposed to interest rate risk. Interest rate risk is the risk that the Organization has interest rate exposure on its guaranteed investment certificates. This exposure may have an effect on its earnings in future periods. The Organization reduces its exposure to interest rate risk by managing its guaranteed investment certificates to ensure funds are available when needed. The investment policy is primarily directed to reduce risk and interest earned is of secondary importance. In the opinion of management the interest rate risk exposure to the Organization is low. The risk is unchanged from the prior year.

#### 9 **COVID-19**

The 2019 Novel Coronavirus infection ("COVID-19", "the virus") pandemic poses a major health threat with a resulting hindrance in the movement of people and products worldwide. Government restrictions on both individuals and businesses are widespread and the resulting impact on financial reporting may be significant.

This virus has had impacts on the Organization's business with a significant increase in client need and challenges with how The Compass could meet the community need in a way that prioritised client and volunteer safety.

The duration and financial effect of the COVID-19 pandemic remains unclear at this time. It is not possible to reliably estimate the duration and severity of these consequences, as well as their impact on the financial position and results of the Organization for future periods.

While the extent and duration of the impact of COVID-19 remains uncertain, the Organization has implemented several measures to protect its financial position and preserve liquidity.

The Organization has sufficient cash on hand at the year-end to meet it's foreseeable obligations.