**Financial Statements** 

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# ADAMS | HEYMEN | OWEN

CHARTERED PROFESSIONAL ACCOUNTANTS

200 - 3140 Lakeshore Road Kelowna, BC V1W 3T1 p: 250.763.9315 f: 250.763.9365 www.ahobc.ca

### INDEPENDENT AUDITOR'S REPORT

To the Members of Canadian Mental Health Association - Kelowna Branch

We have audited the accompanying financial statements of Canadian Mental Health Association - Kelowna Branch, which comprise the statement of financial position as at March 31, 2016, the statements of revenues and expenditures, 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 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.

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

Independent Auditor's Report to the Members of Canadian Mental Health Association - Kelowna Branch

### Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Canadian Mental Health Association - Kelowna Branch as at March 31, 2016 and the results of its operations and its cash flow for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Report on Other Legal and Regulatory Requirements

As required by the Society Act (British Columbia), we report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year.

Kelowna, British Columbia June 15, 2016

CHARTERED PROFESSIONAL ACCOUNTANTS

Adams Heymen Owen

# **Statement of Financial Position**

# March 31, 2016

	2016	2015
ASSETS		
CURRENT		
Cash and cash equivalents - Unrestricted Funds	\$ 640,409	\$ 577,229
Cash - Restricted Funds (Note 4)	66,004	
Accounts receivable	34,537	
Goods and services tax recoverable	12,813	10,744
Prepaids and deposits	21,542	12,411
	775,305	664,691
REPLACEMENT RESERVE FUNDS (Note 5)	299,046	294,790
TANGIBLE CAPITAL ASSETS (Note 6)	1,784,737	1,812,833
	\$ 2,859,088	\$ 2,772,314
LIABILITIES		
CURRENT		
Accounts payable	\$ 59,099	\$ 60,833
Source deductions payable	16,982	15,868
Wages payable Deferred revenue	53,262	43,652
Rent security deposits	142,254	111,546
Current portion of mortgage payable (Note 7)	17,174 69,595	8,241 67,491
	358,366	307,631
MORTGAGE PAYABLE (Note 7)	1,384,439	1,455,228
	1,742,805	1,762,859
NET ASSETS		
Restricted net assets (Page 6)	273,841	178,852
Unrestricted net assets (Page 7)	842,442	830,603
	1,116,283	1,009,455
	\$ 2,859,088	\$ 2,772,314

ON BEHALF OF THE BOARD

\_\_ Director

Director

See accompanying notes to the financial statements.

# **Statement of Revenues and Expenditures - Restricted Funds**

			Rosemead	Apartment	s Willow	bridge			
		Gaming	Building	Tangible	Building	Tangible	- Total		Total
	Fur	d & Other	Operations	Capital	Operations	Capital	2016		2015
				Assets		Assets			
Revenues									
BC Gaming	\$	81,000	\$ -	\$ -	\$ -	\$ -	\$ 81,000	\$	73,00
BC Housing		-	160,850	-	498,773	-	659,623		658,57
Donations		40,774	_	-	5,800	_	46,574		43,63
Grants		3,900	-	_	_	_	3,900		,
Interest		-	981	-	1,650	_	2,631		3,54
Other income		8,799	207	_	15,734	-	24,740		18,47
Sales		23,463	10,150	_	1,005	-	34,618		29,97
Tenants' rents		-	89,346	-	167,431	-	256,777		256,32
		157,936	261,534	-	690,393	-	1,109,863		1,083,52
Expenditures									
Administration fee (Note 3)		15,500	15,063	_	27,393	-	57,956		54,95
Amortization		-	,	46,437	,	2,262	48,699		47,28
Advertising and promotion		71	_		_		71		1,28
Bad debt			_	_	300	_	300		13
Bank charges		346	513	_	727	_	1,586		1,11
Conference and education			-		2,946	_	2,946		59
Contract fees and honorarium		4,900		_	81,909	_	86,809		90,27
Dues and memberships		150	_	-	880	_	1,030		1,05
Insurance		-	7,295	_	3,199	_	10,494		9,33
Interest on long term debt		_	35,876	_	-	•	35,876		50,12
Office		328	124	_	3,955	_	4,407		5,10
Professional fees		_	7,871		5,726	_	13,597		10,00
Program supplies & activities		17,349	101	_	20,440	_	37,890		36,35
Property tax			11,916	_	20,110 -	_	11,916		18,07
Rent (Note 3)		4,800		_	_	_	4,800		9,600
Repairs and maintenance		65	19,769	_	30,342	_	50,176		54,830
Salaries and wages		83,281	40,744	_	425,180	_	549,205		543,103
Telephone		-	1,728	_	5,468	_	7,196		7,983
Travel		552	-,	_	1,133	_	1,685		1,857
Utilities		_	37,136	_	50,673	-	87,809		88,276
Vehicle	W	#		-	-	-	-	www.compage	235
		127,342	178,136	46,437	660,271	2,262	1,014,448		1,031,579
Excess (deficiency) of revenue								-	
over expenditures before the undernoted		30,594	83,398	(46,437)	30,122	(2,262)	95,415		51,943
Loss on disposal of equipment		_	(239)	-	(187)	-	(426)		-
Rent subsidy adjustments			***************************************	<b>-</b>	-				6,476
Excess (deficiency) of revenues									
over expenditures	\$	30,594	\$ 83,159	\$(46,437)	\$ 29,935	\$(2,262)	\$ 94,989	\$	58,419

### Statement of Revenues and Expenditures - Unrestricted Funds

	Operat	ons	Tangible Capital Assets	Total 2016		Total 2015
Revenues						
Administration fee (Note 3)	\$ 5	7,956	\$ -	\$ 57,950		54,956
BC Housing and Interior Health Authority	81	,623	-	811,623	3	694,569
Donations	33	),372	-	330,372	2	147,096
Grants	34:	5,012	-	345,012	2	341,461
Other income	82	2,459	-	82,459	)	134,363
Rent (Note 3)	•	1,800	-	4,800	)	9,600
Sales	3′	,129		37,129	)	30,571
United Way	2:	,200	-	25,200	)	21,600
	1,694	,551	-	1,694,551	l	1,434,216
Expenditures						
Advertising	4	,630	-	4,630	)	3,206
Amortization		-	19,969	19,969	)	20,332
Bank charges	4	,995	-	5,995	;	3,499
Conference and education	10	,608	-	10,608		8,928
Contract fees and honorarium	90	,104	-	90,104		42,096
Dues and memberships	15	,081	-	15,081		7,290
Insurance	$\epsilon$	,393	-	6,393		5,874
Office	22	,441	-	22,441		16,789
Professional fees		337		337		· -
Programs and activities	128	,328	-	128,328		132,922
Property tax		50	-	50		50
Rent	12	,600	-	12,600		2,800
Rent subsidies		,351	-	192,351		90,018
Repairs and maintenance		,327	-	26,327		21,432
Salaries and wages	1,106		-	1,106,885		1,013,505
Telephone	•	375	_	12,375		11,329
Travel		248	_	13,248		15,904
Utilities		340	_	12,340		11,542
Vehicle		295	-	2,295	······································	3,122
	1,662	388	19,969	1,682,357	Misson	1,410,638
Excess (deficiency) of revenue						
over expenditures before the undernoted	32	163	(19,969)	12,194		23,578
Loss on disposal of equipment		355)		(355)	)	-
Excess (deficiency) of revenues						
over expenditures	\$ 31,	808	\$ (19,969)	\$ 11,839	\$	23,578

<sup>(</sup>a) Unrestricted Funds - Operations comprise revenues and expenditures for General program and several self-funded and government-funded programs. Among these programs are Homeless Outreach & Rent Subsidy and Homeless Prevention & Rent Subsidy Youth funded by BC Housing. Revenues and expenditures pertaining to these two programs are disclosed in Schedule 1 & 2 on page 15 & 16 as per BC Housing's request.

# CANADIAN MENTAL HEALTH ASSOCIATION - KELOWNA BRANCH Statement of Changes in Net Assets - Restricted Funds

Net assets (deficiency), end of year \$ 66,002 \$ 136,316 \$ (829) \$ (102,497) \$ 162,730	Adjustment required by BC Housing (Note 5)	ı	- (2,500)	Purchase of equipment - (35,247)	t reserve - 981	Mortgage principal repayments - (68,	- 17,238	or the year 30,594 -	Net assets (deficiency), beginning of year \$ 35,408 \$ 155,844 \$	Gaming Replacement Restricted Fund & Other Reserve for Building Operations	Rosemead Anartments
(829) \$	,	239	2,500	,	(981)	(68,685)	(17,238)	83,159	177 \$	icted ilding tions C	A nartm
\$ (102,497)		(239)		35,247	1	68,685		(46,437)	\$ (159,753) \$ 138,946	Restricted Invested in for Building Tangible Operations Capital Assets	ente
\$ 162,730	(6,666)		1		1,650	ı	28,800	ı	\$ 138,946	Rep lacement Reserve	
\$ 6,554 \$	6,666	187		1	(1,650)	1	(28,800)	29,935	\$ 216	Restricted Invested in for Building Tangible Operations Capital Asse	Willowhridge
	1	(187)	1	1	ı	1	1	(2,262)	\$ 8,014	Restricted Invested in or Building Tangible Operations Capital Assets	
5,565 <b>\$273,841</b> \$ 178,852	-	1	ľ		1	1	ı	94,989	<b>\$178,852</b> \$ 120,433	Total 2016	
↔									€9		
178,852	-					ı		58,419	120,433	Total 2015	

# Statement of Changes in Net Assets - Unrestricted Funds

		perations	Та	ested in angible ital Assets	 Total 2016	Total 2015
Net assets, beginning of year	\$	385,974	\$	444,629	\$ 830,603	\$ 807,025
Revenues (expenditures), net for the year		31,808		(19,969)	11,839	23,578
Purchase of equipment		(6,106)		6,106	_	-
Net book value of equipment disposed		355		(355)	 	_
Net assets, end of year	\$	412,031	\$	430,411	\$ 842,442	\$ 830,603

# **Statement of Cash Flows**

	 2016	2015
OPERATING ACTIVITIES		
Excess of revenues over expenditures - Restricted Funds	\$ 94,989 \$	58,419
Excess of revenues over expenditures - Unrestricted Funds	 11,839	23,578
	106,828	81,997
Items not affecting cash:	-	
Loss on disposal of equipment - Restricted Funds	426	-
Loss on disposal of equipment - Unrestricted Funds	355	-
Amortization - Restricted Funds Amortization - Unrestricted Funds	48,699	47,285
Amortization - Unrestricted Funds	 19,969	20,332
	69,449	67,617
Changes in non-cash working capital		
Accounts receivable	(5,638)	(8,870)
Goods and services tax	(2,069)	(2)
Prepaid expenses Accounts payable	(9,131)	(6)
Source deductions payable	(1,734) 1,114	13,120 953
Wages payable	9,610	10,828
Deferred revenue	30,708	(9,053)
Rent security deposits	 8,933	(705)
	31,793	6,265
Cash flows from operating activities	208,070	155,879
INVESTING ACTIVITIES		
Purchase of equipment - Restricted Funds	(35,247)	(5,580)
Purchase of equipment - Unrestricted Funds	(6,106)	(23,175)
Cash flows used in investing activities	(41,353)	(28,755)
FINANCING ACTIVITIES		
Mortgage principal repayments	(68,685)	(60,797)
Cash flow used in financing activities	(68,685)	(60,797)
INCREASE IN CASH FLOW	98,032	66,327
Cash - beginning of year	·	ŕ
Cash - Deginning of year	 907,427	841,100
CASH - END OF YEAR	\$ 1,005,459 \$	907,427
CASH CONSISTS OF:		
Cash and cash equivalents - Unrestricted Funds	\$ 640,409 \$	577,229
Cash - Restricted Funds	66,004	35,408
Replacement Reserve Funds	 299,046	294,790
	\$ 1,005,459 \$	907,427

### **Notes to Financial Statements**

### Year Ended March 31, 2016

### DESCRIPTION OF BUSINESS

The Canadian Mental Health Association - Kelowna Branch (the Association) is a branch of the Canadian Mental Health Association and is incorporated under the Society Act of British Columbia. The Association promotes the mental health of all and supports the resilience and recovery of people in the Central Okanagan experiencing mental illness through community education, influencing public policy, research and service.

### 2. BASIS OF PRESENTATION

The financial statements have been prepared by the Association in accordance with Canadian accounting standards for not-for-profit organizations in Part III of the CPA Canada Handbook - Accounting.

### 3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### Fund accounting

The Kelowna Branch of the Association has adopted the use of fund accounting which is an accepted method of accounting for non-profit organizations. The funds are segregated into restricted and unrestricted funds depending on financing requirements.

Restricted Funds consist of the Rosemead Apartments Fund, the Willowbridge Fund, Gaming Fund and Replacement Reserve Funds.

The Rosemead Apartments Fund and the Willowbridge Fund receive funding from the British Columbia Housing Management Commission (BC Housing) which may only be used for the operations of the related housing projects.

The Gaming Fund receives grants from the BC Gaming Commission. Expenditures of this fund must comply with the policies and procedures of the BC Gaming Commission.

The Replacement Reserve Funds report details of funds reserved for tangible capital assets purchases and repairs and maintenance activities for Rosemead Apartments and Willowbridge housing projects.

Unrestricted Funds consist of General program and several self-funded and government-funded programs. Funded programs receive funding and grants from BC Housing, Interior Health Authority, CMHA BC Division, and other federal and provincial organizations. Grants and donations are also received from other organizations and private donors.

The Tangible Capital Assets Fund reports assets, liabilities, revenues, and expenditures related to tangible capital assets pertaining to Restricted Funds and Unrestricted Funds.

(continues)

### **Notes to Financial Statements**

### Year Ended March 31, 2016

### 3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

### Revenue recognition

The Association follows the deferral method of accounting for contributions.

### Government funding and grants

Revenue from contracts from BC Housing, Interior Health Authority, CMHA BC Division, BC Gaming and other federal and provincial organizations are recognized in the corresponding restricted programs in the year in which the related expenses are incurred and/or the services are provided in accordance with the terms of the applicable agreement.

### Tenant rent contributions

Revenue from tenant rent contributions is recognized when cash is collected or reasonably collectible. The Association has verification of the income of all tenants on-file, as required by the operating agreement with BC Housing. The Tenant Rent Contributions, as approved by BC Housing, are being charged to the Rent-Geared-To Income Tenants.

### Deferred capital contributions

Externally restricted contributions for depreciable capital assets are deferred and recognized as revenue at a rate corresponding with the amortization rate for the related capital asset. In respect of funds used for repairs or other insignificant purchases or improvements charged to expense, the contributions are recognized in revenue in the year the expense is incurred.

### Other revenue

Fundraising and miscellaneous revenue are recognized in the respective programs in the current period when cash is received and the services or goods are provided.

Unrestricted income is recognized as revenue when earned in the general fund. Restricted interest income is recognized as revenue in the corresponding restricted funds.

Restricted donations are recognized as revenue in the corresponding restricted funds when cash is received and the related expenses are incurred. Unrestricted donations are recognized as revenue in the general fund when cash is received.

### Replacement Reserve Funds from BC Housing

Contributions received from BC Housing for the Replacement Reserve Funds have been reported as an interfund transfer from the Housing Operations Funds to the Replacement Reserve Funds.

### Contributed services

Volunteers contribute many hours per year to assist in carrying out the Association's service delivery activities. Due to the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

### Cash and cash equivalents

Cash and cash equivalents consist primarily of cash on hand, GIC's, and term deposits readily convertible into cash.

(continues)

### **Notes to Financial Statements**

### Year Ended March 31, 2016

# 3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

### Tangible capital assets

Tangible capital assets are recorded at cost less accumulated amortization. Tangible capital assets are amortized over their estimated useful lives at the following rates and methods:

Buildings	4%	declining balance method
Motor vehicles	30%	declining balance method
Computer equipment	4 years	straight-line method
Furniture and fixtures	20%	declining balance method

When the Association's management determines that certain tangible capital assets no longer contribute to the Association's ability to provide services, their carrying amount is written down to its residual value.

### Deferred revenue

Deferred revenue includes restricted contributions received in the current year or prior periods that are related to the subsequent periods.

### Financial instruments

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs are added to the carrying amount unless the financial instruments are subsequently measured at fair value.

### Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in revenues and expenses in the period in which they become known. Actual results could differ from these estimates.

### Inter-department charges

Administration fees and rents were charged by the General program to individual program according to annual operating budget as approved by management and the Board of Directors, and as agreed between the Association and funding agencies.

Administration fees and rents charged to each program in Unrestricted Funds were recorded as revenue in the General program and have been eliminated in the Statement of Revenues and Expenditures - Unrestricted Funds.

Administration fees were charged by the General program to Gaming Fund and Other, Rosemead Apartments, and Willowbridge in Restricted Funds in the amount of \$15,500, \$15,063, and \$27,393 (2015 - \$12,500, \$15,063, and \$27,393) respectively for administrative services. Rent was charged to Gaming Fund and Other by the General program in the amount of \$4,800 (2015 - \$9,600).

**Notes to Financial Statements** 

Year Ended March 31, 2016

4.	RESTRICTED CASH	2016	2015	
	BC Gaming account	\$ 66,004	\$ 35,408	

Restricted cash is made up of grants received from the BC Gaming Commission and is restricted for use toward the Artwork Studio Program and the Mental Health Promotion Program.

### 5. REPLACEMENT RESERVE FUNDS

Under the terms of an agreement with B.C. Housing, the Replacement Reserve Funds are to be credited in an amount determined by the budget provision per annum plus interest earned. These funds along with accumulated interest must be held in a separate bank account and/or invested only in accounts or instruments insured by the Canada Deposit Insurance Corporation, the Credit Union Deposit Insurance Corporation, in investments guaranteed by a Canadian government or in other investment instruments as agreed upon with B.C. Housing. The funds are to be used for tangible capital asset purchases or other repairs and maintenance needs to ensure that the buildings continue to be functional over their useful life. As of March 31, 2016, the Replacement Reserve Funds are fully funded and consist of:

		2016		2015
Rosemead Apartments				
Savings account	\$	51,273	\$	79,763
BMO GIC - maturing April 2019		8,073		8,000
Interior Savings term investment - maturing April 2015		=		22,29
Interior Savings term investment - maturing October 2015		-		23,113
Interior Savings term investment - maturing November 2016		23,124		22,670
Interior Savings term investment - maturing March 2018		53,846		-
		136,316		155,844
Willowbridge				
BMO GIC - cashed out January 2016	\$	_	\$	58,276
BMO GIC - maturing August 2017	•	81,027	•	-
BMO GIC - maturing April 2019		29,449		29,186
Interior Savings term investment - maturing February 2016		,		30,67
Interior Savings term investment - maturing March 2018		21,066		20,813
		31,188		
Interior Savings term investment - maturing March 2018				
Interior Savings term investment - maturing March 2018	****	162,730		138,940

During the year, the Rosemead Apartments' Replacement Reserve Fund earned interest of \$981 (2015 - \$1,712), and incurred expenditures of \$37,747 (2015 - \$9,095). The Willowbridge's Replacement Reserve Fund earned interest of \$1,650 (2015 - \$1,579) and incurred no expenditure.

During the year, BC Housing requested a transfer of \$6,666 from Willowbridge's Replacement Reserve Fund to Operations Fund to reflect BC Housing's approval for the use of Replacement Reserve Fund for repairs and maintenance incurred in 2015 year-end.

# **Notes to Financial Statements**

6.	TANGIBLE CAPITAL ASSETS		Cost		ccumulated mortization		2016 Net book value	]	2015 Net book value	
	Land Buildings Motor vehicles Computer equipment Furniture and fixtures	\$	483,019 2,431,983 40,950 54,973 121,486	\$	1,199,986 39,545 43,697 64,446	\$	483,019 1,231,997 1,405 11,276 57,040	\$	483,019 1,283,331 2,007 16,014 28,462	
		\$	3,132,411	\$	1,347,674	\$	1,784,737	\$	1,812,833	
	MORTGAGE PAYABLE						2016		2015	
	Peoples Trust Company mortgage bearing interest at 2.43% per annum, r payments of \$8,665. The mortgage masecured by specific property.  Royal Bank mortgage for Rosemead during the year.	epay itures	able in month s on April 1, 2	ıly bl 2025	ended and is	\$	1,454,034	\$	- 1,522,719	
	Amounts payable within one year							1,454,034 (69,595)		1,522,719 (67,491)
ojenemo			a and a second s			\$	1,384,439	\$	1,455,228	
	Principal repayment terms are approxim	nately	<b>/</b> :							
	2017 2018 2019 2020 2021 Thereafter	•				\$	69,595 71,126 72,873 74,664 76,499 1,089,277			
						\$_	1,454,034			

**Notes to Financial Statements** 

Year Ended March 31, 2016

### 8. FINANCIAL RISK AND CONCENTRATION OF RISKS

The Association is exposed to interest rate risks with respect to its cash equivalents investments. Unless otherwise noted, it is management's opinion that the Association is not exposed to significant currency or credit risks. The maximum credit risk exposure of the Association's financial assets is the carrying value of the assets.

### 9. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified, where applicable, to conform to the current year's presentation.

Statement of Revenues and Expenditures - Homeless Outreach & Rent Subsidy

(Schedule 1)

For the Year Ended March 31, 2016

	2016	2015
Revenues	 	
BC Housing	 314,064	\$ 313,060
Expenditures		
Administration fee (a)	42,967	42,967
Advertising	_	14
Conference and education	2,473	341
Dues and memberships	64	191
Insurance	558	-
Office	1,270	1,180
Programs and activities	10,569	13,221
Rent (a)	9,600	12,000
Rent subsidies	62,246	61,643
Repairs and maintenance	_	94
Salaries and wages	171,767	174,756
Telephone	2,986	2,216
Travel	 1,901	 3,750
	306,401	312,373
Excess of revenues over expenditures	\$ 7,663	\$ 687
Purchase of equipment (b)	 1,106	 naa .
Net surplus for BC Housing operational review	6,557	687

<sup>(</sup>a) Administration fee and rent are charged to the program according to annual operating budget as approved by management and the Board of Directors, and as agreed between the Association and BC Housing. Administration fee and rent were recorded as revenue in General program and have been eliminated in the Statement of Revenues and Expenditures - Unrestricted Funds on page 5.

<sup>(</sup>b) Equipment purchased during the year is presented on this statement for operational review purposes as requested by BC Housing.

Statement of Revenues and Expenditures - Homeless Prevention & Rent Subsidy Youth (Schedule 2)

	2016 12 months		2015 6 months	
Revenue				
BC Housing	\$	178,000	\$	89,000
Sales		195		-
		178,195		89,000
Expenditures				
Administration fee (a)		17,800		8,900
Conference and education		199		-
Dues and memberships		875		389
Office		222		43
Programs and activities		3,952		611
Rent (a)		2,400		-
Rent subsidies		130,105		15,030
Repairs and maintenance		-		157
Salaries and wages		54,982		24,756
Telephone		811		398
Travel		2,406		321
		213,752	···· - · · ·	50,605
Excess (deficiency) of revenues over expenditures	\$	(35,557)	\$	38,395

<sup>(</sup>a) Administration fee and rent are charged to the program according to annual operating budget as approved by management and the Board of Directors, and as agreed between the Association and BC Housing. Administration fee was recorded as revenue in General program and has been eliminated in the Statement of Revenues and Expenditures - Unrestricted Funds on page 5.