

Calgary Chamber of Voluntary Organizations
Financial Statements
April 30, 2023

Management's Responsibility

To the Members of Calgary Chamber of Voluntary Organizations (the "Organization"):

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian accounting standards for not-for-profit organizations and ensuring that all information in the annual report is consistent with the statements. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Board of Directors and Audit Committee are composed entirely of Directors who are neither management nor employees of the Organization. The Board is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report. The Board fulfils these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Board is also responsible for recommending the appointment of the Organization's external auditors.

MNP LLP is appointed by the members to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the Board and management to discuss their audit findings.

June 29, 2023



Karen Ball
Chief Executive Officer

To the Members of Calgary Chamber of Voluntary Organizations:

Opinion

We have audited the financial statements of Calgary Chamber of Voluntary Organizations (the "Organization"), which comprise the statement of financial position as at April 30, 2023, and the statements 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, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at April 30, 2023, 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.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's 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 opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the 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.

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.

Auditor's 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 auditor's 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 auditor's 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 auditor's 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.

Calgary, Alberta

June 29, 2023

MNP LLP

Chartered Professional Accountants

Calgary Chamber of Voluntary Organizations

Statement of Financial Position

As at April 30, 2023

	2023	2022
Assets		
Current		
Cash and cash equivalents (Note 3)	658,714	627,558
Term deposits (Note 4)	262,035	260,991
Marketable securities (Cost - \$570,258; 2022 - \$402,169)	581,319	402,373
Accounts receivable	34,821	12,009
Prepaid expenses and deposits	5,545	6,339
	1,542,434	1,309,270
Capital assets (Note 5)	15,409	16,462
Intangible asset (Note 6)	10,250	20,500
	1,568,093	1,346,232
Liabilities		
Current		
Accounts payable and accrued liabilities (Note 7)	102,147	33,872
Deferred event revenue	-	6,667
Deferred membership revenue	-	176
Deferred program grants (Note 8)	244,821	191,008
Canada Emergency Business Account (Note 9)	40,000	-
	386,968	231,723
Canada Emergency Business Account (Note 9)	-	40,000
Deferred contributions related to intangible asset (Note 10)	8,000	16,000
	394,968	287,723
Commitments (Note 13)		
Net Assets		
Unrestricted	320,439	204,770
Internally restricted (Note 11)	837,277	837,277
Invested in capital assets	15,409	16,462
	1,173,125	1,058,509
	1,568,093	1,346,232

Approved on behalf of the Board


Director


Director

The accompanying notes are an integral part of these financial statements

Calgary Chamber of Voluntary Organizations
Statement of Operations
For the year ended April 30, 2023

	2023	2022
Revenue		
Grants	879,284	729,745
Earned revenue	286,351	259,581
Membership fees	52,956	64,546
Donations and sponsorships	45,923	154,881
Interest	29,997	5,684
Amortization of deferred contributions	8,000	8,000
	1,302,511	1,222,437
Expenses		
Salaries and benefits	690,702	667,739
Consulting	273,076	165,158
Office	57,267	81,641
Memberships and events	48,958	20,425
Rent	30,813	32,434
Dues, memberships, and professional fees	21,456	22,824
Communications	20,288	17,495
Amortization	17,292	17,979
Meetings and travel	14,163	1,295
Interest and bank charges	11,853	10,750
Training and education	7,508	1,110
Insurance	4,005	4,233
Payroll service fees	1,009	991
	1,198,390	1,044,074
Excess of revenue over expenses before other items	104,121	178,363
Other items		
Government assistance <i>(Note 12)</i>	-	36,979
Change in unrealized (loss) gain on marketable securities	10,495	(34,028)
	10,495	2,951
Excess of revenue over expenses	114,616	181,314

The accompanying notes are an integral part of these financial statements

Calgary Chamber of Voluntary Organizations Statement of Changes in Net Assets

For the year ended April 30, 2023

	<i>Unrestricted</i>	<i>Internally restricted</i>	<i>Invested in capital assets</i>	2023	2022
Net assets, beginning of year	204,770	837,277	16,462	1,058,509	877,195
Excess (deficiency) of revenue over expenses	121,658	-	(7,042)	114,616	181,314
Acquisition of capital assets	(5,989)	-	5,989	-	-
Net assets, end of year	320,439	837,277	15,409	1,173,125	1,058,509

The accompanying notes are an integral part of these financial statements

Calgary Chamber of Voluntary Organizations

Statement of Cash Flows

For the year ended April 30, 2023

	2023	2022
Cash provided by (used for) the following activities		
Operating		
Cash receipts from grants	933,097	726,873
Cash received from other contributions	365,272	413,711
Cash receipts of interest	1,851	1,981
Cash received for government assistance	-	46,539
Cash paid for interest and bank charges	(11,853)	(10,750)
Cash paid for other program expenses	(413,320)	(374,413)
Cash paid for salaries and benefits	(686,858)	(658,905)
	188,189	145,036
Investing		
Purchase of capital assets	(5,989)	(4,162)
Investment in marketable securities	(150,000)	(200,000)
	(155,989)	(204,162)
Change in cash and cash equivalents	32,200	(59,126)
Cash and cash equivalents, beginning of year	888,549	947,675
Cash and cash equivalents, end of year	920,749	888,549
Cash resources are composed of:		
Cash and cash equivalents	658,714	627,558
Term deposits	262,035	260,991
	920,749	888,549

The accompanying notes are an integral part of these financial statements

Calgary Chamber of Voluntary Organizations

Notes to the Financial Statements

For the year ended April 30, 2023

1. Incorporation and nature of the organization

The Calgary Chamber of Voluntary Organizations ("Organization" or "CCVO") was incorporated under the Alberta Companies Act on May 6, 2004 as a company limited by guarantee. The mission of CCVO is to promote and strengthen the non-profit and voluntary sector by developing and sharing resources and knowledge, building connections, leading collaborative work, and giving voice to critical issues affecting the sector.

CCVO is registered as a charitable organization under the Income Tax Act ("the Act") and, as such, is exempt from income taxes and is able to issue donation receipts for income tax purposes. In order to maintain its status as a registered charity under the Act, CCVO must meet certain requirements within the Act. In the opinion of management, these requirements have been met.

2. Significant accounting policies

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations as issued by the Accounting Standards Board in Canada and include the following significant accounting policies:

Cash and cash equivalents

Cash and cash equivalents include cash and short-term investments cashable within three months or less.

Term deposits

Term deposits with prices quoted in an active market are measured at fair value. Changes in fair value are recorded in the statement of operations.

Marketable securities

Marketable securities are portfolio investments recorded at fair value for those with prices quoted in an active market, and cost less impairment for those that are not quoted in an active market. They have been classified as current assets in concurrence with the nature of the investments.

Capital assets

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution.

Amortization is provided using methods and rates intended to amortize the cost of assets over their estimated useful lives.

	Method	Rate
Computer equipment and software	straight-line	3 years
Office furniture and equipment	straight-line	5 years

Intangible asset

Intangible assets are recorded at cost and are subject to amortization. Amortization is provided using the straight-line method at a rate intended to amortize the cost of the intangible asset over its estimated useful life of 5 years.

Revenue recognition

CCVO follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are 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. Membership revenue is recognized in the period to which they relate. Contributions related to capital assets are recognized in revenue in the year in which the related asset is amortized.

Calgary Chamber of Voluntary Organizations

Notes to the Financial Statements

For the year ended April 30, 2023

2. Significant accounting policies (Continued from previous page)

Volunteer services

Volunteers contribute a significant number of hours per year to assist CCVO in carrying out its activities. Because of the difficulty of determining their fair value, volunteer services are not recognized on the financial statements.

Financial instruments

CCVO recognizes financial instruments when CCVO becomes party to the contractual provisions of the financial instrument.

Arm's length financial instruments

Financial instruments originated/acquired or issued/assumed in an arm's length transaction ("arm's length financial instruments") are initially recorded at their fair value.

At initial recognition, CCVO may irrevocably elect to subsequently measure any arm's length financial instrument at fair value. CCVO has made such an election during the year.

CCVO subsequently measures investments in equity instruments quoted in an active market at fair value, which is determined by published price quotations. Investments in equity instruments not quoted in an active market and derivatives that are linked to, and must be settled by delivery of, unquoted equity instruments of another entity, are subsequently measured at amortized cost.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in excess of revenue over expenses. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at cost or amortized cost.

Financial asset impairment

CCVO assesses impairment of all its financial assets measured at cost or amortized cost. When there is an indication of impairment, CCVO determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year.

CCVO reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in excess of revenue over expenses in the year the reversal occurs.

Use of estimates

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 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.

Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Amortization is based on the estimated useful lives of capital assets and intangible assets.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in excess of revenue and expenses in the periods in which they become known.

Calgary Chamber of Voluntary Organizations

Notes to the Financial Statements

For the year ended April 30, 2023

3. Cash and cash equivalents

Cash and cash equivalents include balances with banks and short-term investments with maturities of three months or less.

	2023	2022
Cash in bank	457,106	426,758
GIC bearing interest at 4.00% maturing July 25, 2023 (2022 - GIC bearing interest at 0.40%, matured July 25, 2022)	201,608	200,800
	658,714	627,558

4. Term deposits

	2023	2022
GIC bearing interest at 3.70% maturing November 15, 2023 (2022 - GIC bearing interest at 0.40%, matured November 15, 2022)	262,035	260,991

5. Capital assets

	Cost	Accumulated amortization	2023 Net book value	2022 Net book value
Computer equipment and software	29,513	21,111	8,402	10,751
Office furniture and equipment	16,442	9,435	7,007	5,711
	45,955	30,546	15,409	16,462

Amortization of \$7,042 (2022 - \$7,729), related to capital assets is included in current year amortization in the statement of operations.

6. Intangible asset

Intangible asset consists of the Boland Survey database which has a carrying value of \$10,250 (2022 - \$20,500).

Amortization of \$10,250 (2022 - \$10,250) related to intangible assets with definite lives is included in current year amortization in the statement of operations.

7. Accounts payable and accrued liabilities

There are \$nil (2022 - \$nil) government remittances payable at year-end.

Calgary Chamber of Voluntary Organizations

Notes to the Financial Statements

For the year ended April 30, 2023

8. Deferred program grants

	2023	2022
Balance, beginning of year	191,008	193,880
Amount received during the year	933,097	726,873
Less: amounts recognized as revenue during the year	(879,284)	(729,745)
	244,821	191,008

9. Canada Emergency Business Account

In 2021, CCVO obtained a \$60,000 Canada Emergency Business Account ("CEBA") loan available to certain organizations experiencing temporary revenue reductions. The federal government program requires that CCVO only use the proceeds of the loan to cover non-deferrable operating costs. The loan is non-interest-bearing, requiring no minimum monthly payments until December 31, 2023. If at least \$40,000 of the loan is repaid before December 31, 2023, the remaining balance, up to \$20,000, will be forgiven. \$40,000 of the loan is reported as current loan payable and the \$20,000 forgivable portion amount was reported as other income on the 2021 statement of operations. If the loan is not repaid in full on or before December 31, 2023, the full \$60,000 amount will be converted to a term loan, bearing interest at 5% per annum.

10. Deferred contributions related to intangible asset

Deferred contributions related to intangible assets consist of the unamortized amount of contributions in the amount of \$8,000 (2022 - \$16,000) received for the development of the Boland Survey database. Recognition of these amounts as revenue is deferred to periods when the related intangible asset is amortized.

During the year, \$8,000 (2022 - \$8,000) was recognized as revenue resulting from the amortization of this balance.

11. Restrictions on net assets

The Board of Directors established an internally restricted fund with the intent of being able to cover one year's operating expenses and contingencies for CCVO. These funds are not available for use without the approval of the Board of Directors.

During the year, \$nil (2022 - \$150,000) was transferred from the unrestricted fund to the internally restricted fund.

12. Government assistance

In March 2020, the Government of Canada announced the introduction of the Canada Emergency Wage Subsidy ("CEWS") and the Canada Emergency Rent Subsidy ("CERS"). These programs were in effect until October 23, 2021.

The CEWS program generally covers 75% of an employee's wages (to a maximum) for employers who have suffered a drop in gross revenues of at least 15% in March 2020, 30% in April to June 2020, and any decrease for July 2020 to October 2021. CCVO determined that it would be eligible for the CEWS amount and has applied for such government assistance from the Government of Canada. As at April 30, 2022, CCVO has qualified for \$nil (2022 - \$32,729) in assistance from the CEWS program, of which \$nil (2022 - \$nil) is receivable at year-end.

The CERS program generally allows Canadian businesses who have seen a drop in revenue during the COVID-19 pandemic to obtain support to cover part of their commercial property expenses, starting on September 2020 and continuing to October 2021. CCVO determined that it would be eligible for the CERS amount and has applied for such government assistance from the Government of Canada. As at April 30, 2021, CCVO has qualified for \$nil (2022 - \$4,250) in assistance from the CERS program, of which \$nil (2022 - \$nil) is included in accounts receivable at year-end.

Calgary Chamber of Voluntary Organizations

Notes to the Financial Statements

For the year ended April 30, 2023

13. Commitments

CCVO is committed to leasing its premise requiring minimum monthly lease payments plus operating costs. This lease expires on May 31, 2026.

CCVO is also committed to leasing a photocopier requiring minimum quarterly lease payments. This lease expires on March 31, 2024.

Annual payments, excluding the operating costs, under the leases over the next four years are as follows:

2024	20,818
2025	18,534
2026	18,878
2027	1,576

14. Comparative figures

Certain comparative figures have been reclassified to conform with current year presentation.