

**Calgary Chamber of Voluntary Organizations**  
**Financial Statements**  
*April 30, 2021*

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 members 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 fulfills 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, an independent firm of chartered professional accountants, 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 10, 2021

 E-SIGNED by Karen Ball

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, 2021, 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, 2021, 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 10, 2021

*MNP LLP*  
Chartered Professional Accountants

# Calgary Chamber of Voluntary Organizations

## Statement of Financial Position

*As at April 30, 2021*

	<b>2021</b>	<b>2020</b>
<b>Assets</b>		
<b>Current</b>		
Cash and cash equivalents (Note 4)	686,684	207,445
Term deposits (Note 5)	260,991	256,250
Marketable securities (Cost - \$198,416)	232,648	202,453
Accounts receivable (Note 13)	57,251	65,210
Prepaid expenses and deposits	15,821	24,314
	<b>1,253,395</b>	<b>755,672</b>
<b>Capital assets (Note 6)</b>	<b>20,029</b>	<b>11,171</b>
<b>Intangible asset (Note 7)</b>	<b>30,750</b>	<b>41,000</b>
	<b>1,304,174</b>	<b>807,843</b>
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accrued liabilities (Note 8)	67,654	43,404
Deferred event revenue	88,000	54,737
Deferred membership revenue	13,445	17,938
Deferred program grants (Note 9)	193,880	23,729
	<b>362,979</b>	<b>139,808</b>
<b>Canada Emergency Business Account (Note 10)</b>	<b>40,000</b>	<b>-</b>
<b>Deferred contributions related to intangible asset (Note 11)</b>	<b>24,000</b>	<b>32,000</b>
	<b>426,979</b>	<b>171,808</b>
<b>Significant event (Note 3)</b>		
<b>Commitments (Note 14)</b>		
<b>Net Assets</b>		
Unrestricted	169,889	137,587
Internally restricted (Note 12)	687,277	487,277
Invested in capital assets	20,029	11,171
	<b>877,195</b>	<b>636,035</b>
	<b>1,304,174</b>	<b>807,843</b>

Approved on behalf of the Board

E-SIGNED by Cyril Elbers  
 Director

E-SIGNED by Zubin Cooper  
 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, 2021*

	<b>2021</b>	<b>2020</b>
<hr/>		
<b>Revenue</b>		
Grants	761,254	864,207
Earned revenue	175,734	210,685
Membership fees	71,370	71,965
Donations and sponsorships	54,206	50,556
Amortization of deferred contributions	8,000	8,000
Interest	3,673	11,121
Other revenue	-	400
	<hr/>	<hr/>
	<b>1,074,237</b>	1,216,934
<hr/>		
<b>Expenses</b>		
Salaries and benefits	725,465	920,991
Consulting	191,320	93,573
Rent	69,342	68,865
Office	53,933	61,094
Amortization	16,397	21,108
Dues, memberships, and professional fees	13,304	14,077
Interest and bank charges	12,577	13,487
Memberships and events	7,259	72,205
Communications	2,886	5,570
Training and education	1,153	6,374
Payroll service fees	1,014	1,091
Meetings and travel	37	7,816
	<hr/>	<hr/>
	<b>1,094,687</b>	1,286,251
<hr/>		
<b>Deficiency of revenue over expenses before other items</b>	<b>(20,450)</b>	(69,317)
<b>Other items</b>		
Government assistance <i>(Note 10), (Note 13)</i>	231,415	53,418
Change in unrealized gain on marketable securities	30,195	6,020
	<hr/>	<hr/>
	<b>261,610</b>	59,438
<hr/>		
<b>Excess (deficiency) of revenue over expenses</b>	<b>241,160</b>	(9,879)
<hr/>		

*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, 2021*

	<i>Unrestricted</i>	<i>Internally restricted</i>	<i>Invested in capital assets</i>	<b>2021</b>	2020
<b>Net assets, beginning of year</b>	137,587	487,277	11,171	<b>636,035</b>	645,914
<b>Excess (deficiency) of revenue over expenses</b>	247,677	-	(6,517)	<b>241,160</b>	(9,879)
<b>Acquisition of capital assets, net</b>	(15,375)	-	15,375	-	-
<b>Inter-fund transfer (Note 12)</b>	(200,000)	200,000	-	-	-
<b>Net assets, end of year</b>	<b>169,889</b>	<b>687,277</b>	<b>20,029</b>	<b>877,195</b>	636,035

*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, 2021

	2021	2020
<b>Cash provided by (used for) the following activities</b>		
<b>Operating</b>		
Cash receipts from grants	931,405	866,269
Cash received from other contributions	308,301	345,918
Cash receipts of interest	4,741	13,855
Cash received for government assistance	246,413	8,860
Cash paid for interest and bank charges	(12,577)	(13,487)
Cash paid for other program expenses	(286,518)	(433,899)
Cash paid for salaries and benefits	(752,410)	(926,867)
	<b>439,355</b>	<b>(139,351)</b>
<b>Financing</b>		
Advances of long-term debt	60,000	-
<b>Investing</b>		
Purchase of capital assets	(17,155)	(1,688)
Proceeds on disposal of capital assets	1,780	-
	<b>(15,375)</b>	<b>(1,688)</b>
<b>Change in cash and cash equivalents</b>	<b>483,980</b>	<b>(141,039)</b>
<b>Cash and cash equivalents, beginning of year</b>	<b>463,695</b>	<b>604,734</b>
<b>Cash and cash equivalents, end of year</b>	<b>947,675</b>	<b>463,695</b>
<b>Cash resources are composed of:</b>		
Cash and cash equivalents	686,684	207,445
Term deposits	260,991	256,250
	<b>947,675</b>	<b>463,695</b>

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, 2021

### 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 investment.

#### **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.

	<b>Method</b>	<b>Rate</b>
Computer equipment and software	straight-line	3 years
Office furniture and equipment	straight-line	5 years
Leasehold improvements	straight-line	over life of lease

#### **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, 2021

---

### 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 its financial instruments when CCVO becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value.

Instruments that are quoted in an active market are subsequently measured at fair value. All other financial instruments are subsequently recorded at cost or amortized cost, unless management has elected to carry the instruments at fair value. CCVO has not elected to carry any such financial instruments at fair value.

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 the statement of operations for the current period. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at amortized cost or cost.

Financial assets are assessed for impairment on an annual basis at the end of the fiscal year if there are indicators of impairment. If there is an indicator of impairment, CCVO determines if there is a significant adverse change in the expected amount or timing of future cash flows from the financial asset. If there is a significant adverse change in the expected cash flows, the carrying value of the financial asset is reduced to the highest of the present value of the expected cash flows, the amount that could be realized from selling the financial asset or the amount CCVO expects to realize by exercising its right to any collateral. If events and circumstances reverse in a future period, an impairment loss will be reversed to the extent of the improvement, not exceeding the initial carrying value.

#### **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.

### 3. Significant event

Starting before the end of the prior year, there was a global outbreak of COVID-19 (coronavirus), which has had a significant impact on businesses through the restrictions put in place by the Canadian, provincial and municipal governments regarding travel, business operations and isolation/quarantine orders. CCVO experienced decreased revenue in the year as events that would previously have been held in person were cancelled or postponed, resulting in less earned revenue. Because of this decreased revenue, CCVO was eligible to receive the Canada Emergency Wage Subsidy ("CEWS"), the Canada Emergency Rent Subsidy ("CERS") and the Canada Emergency Business Account ("CEBA") loan (Notes 10 and 13).

At this time, it is unknown the extent of the impact the COVID-19 outbreak may continue to have on CCVO as this will depend on future developments that are highly uncertain and that cannot be predicted with confidence. These uncertainties arise from the inability to predict the ultimate geographic spread of the disease, and the duration of the outbreak, including the duration of travel restrictions, business closures or disruptions, and quarantine/isolation measures that are currently, or may be put, in place by Canada and other countries to fight the virus.

**Calgary Chamber of Voluntary Organizations**  
**Notes to the Financial Statements**  
*For the year ended April 30, 2021*

**4. Cash and cash equivalents**

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

	<b>2021</b>	2020
Cash in bank	<b>486,684</b>	207,445
GIC bearing interest at 0.40% maturing July 23, 2021	<b>200,000</b>	-
	<b>686,684</b>	207,445

**5. Term deposits**

	<b>2021</b>	2020
GIC bearing interest at 0.45% maturing November 15, 2021 (2020 - GIC bearing interest at 1.85%, matured November 13, 2020)	<b>260,991</b>	256,250
	<b>260,991</b>	256,250

**6. Capital assets**

	<b>Cost</b>	<b>Accumulated amortization</b>	<b>2021 Net book value</b>	2020 Net book value
Computer equipment and software	<b>35,873</b>	<b>20,078</b>	<b>15,795</b>	6,768
Office furniture and equipment	<b>21,315</b>	<b>17,081</b>	<b>4,234</b>	2,900
Leasehold improvements	-	-	-	1,503
	<b>57,188</b>	<b>37,159</b>	<b>20,029</b>	11,171

Amortization of \$6,147 (2020 – \$10,858), related to capital assets is included in current year amortization in the statement of operations. Included in the statement of operations is \$370 related to losses on disposals of capital assets.

**7. Intangible asset**

Intangible asset consists of the Boland Survey database which has a carrying value of \$30,750 (2020 - \$41,000). Development of the Boland Survey was completed in the prior year and amortization commenced.

Amortization of \$10,250 (2020 – \$10,250), related to intangible assets with definite lives is included in current year amortization in the statement of operations.

**8. Accounts payable and accrued liabilities**

There are \$nil (2020 - \$nil) government remittances payable at year-end.

# Calgary Chamber of Voluntary Organizations

## Notes to the Financial Statements

*For the year ended April 30, 2021*

### 9. Deferred program grants

	2021	2020
Balance, beginning of year	23,729	21,667
Amount received during the year	931,405	866,269
Less: amounts recognized as revenue during the year	(761,254)	(864,207)
	<b>193,880</b>	<b>23,729</b>

### 10. Canada Emergency Business Account

During the year, 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, 2022. If at least \$40,000 of the loan is repaid before December 31, 2022, the remaining balance, up to \$20,000, will be forgiven. \$40,000 of the loan is reported as long-term debt payable and the \$20,000 forgivable portion amount is reported as other income on the statement of operations. If the loan is not repaid in full on or before December 31, 2022, the full \$60,000 amount will be converted to a term loan, bearing interest at 5% per annum.

### 11. Deferred contributions related to intangible asset

Deferred contributions related to intangible assets consist of the unamortized amount of contributions in the amount of \$24,000 (2020 - \$32,000) 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 (2020 - \$8,000) was recognized as revenue resulting from the amortization of this balance.

### 12. 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, \$200,000 (2020 - \$nil) was transferred from the unrestricted fund to the internally restricted fund.

### 13. 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").

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 April 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, 2021, CCVO has qualified for \$201,253 (2020 - \$53,418) in assistance from the CEWS program, of which \$8,338 (2020 - \$44,558) 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 27, 2020 to June 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 \$10,162 in assistance from the CERS program, of which \$1,222 is included in accounts receivable at year-end.

# Calgary Chamber of Voluntary Organizations

## Notes to the Financial Statements

*For the year ended April 30, 2021*

---

### 14. 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 five years are as follows:

2022	23,524
2023	21,350
2024	20,818
2025	18,534
2026	18,878

### 15. Comparative figures

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