



Consolidated Financial Statements

United Way of Halifax Region

December 31, 2018

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Independent Auditor's Report

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To the Board of Directors of the
[United Way of Halifax Region](#)

Qualified Opinion

We have audited the consolidated financial statements of the United Way of Halifax Region (the "Organization"), which comprise the consolidated balance sheet as at December 31, 2018 and the consolidated statements of revenue and expenses, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the United Way of Halifax Region as at December 31, 2018, and its consolidated statements of revenue and expenses, change in net assets and cash flow for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Qualified Opinion

In common with many not-for-profit organizations, the Organization reports revenue from fundraising and donations the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Organization. Therefore we were unable to determine whether any adjustments might be necessary for revenue, excess (deficiency) of revenue over expenses, and cash flows from operations for the years ended December 31, 2018 and 2017, assets as at December 31, 2018 and 2017, and net assets as at January 1, 2017 and 2018 and December 31, 2018 and 2017. Our audit opinion on the consolidated financial statements for the year ended December 31, 2017 was modified accordingly because of the possible effects of this limitation in scope.

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 Consolidated 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 consolidated 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 Consolidated Financial Statement

Management is responsible for the preparation and fair presentation of these consolidated 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 consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated 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 Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated 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 consolidated 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 consolidated 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 consolidated 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 consolidated financial statements, including the disclosures, and whether the consolidated 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.



Halifax, Canada
May 21, 2019

Chartered Professional Accountants
Licensed Public Accountants

United Way of Halifax Region

Consolidated statement of revenue and expenses

Year ended December 31 2018 2017

Revenue		
Fundraising campaign (Note 9)	\$ 4,254,104	\$ 4,241,290
Local fundraising transferred from other United Ways (National Campaigns)	<u>919,216</u>	<u>914,182</u>
	5,173,320	5,155,472
Less: uncollectible pledges	<u>81,024</u>	<u>116,053</u>
Net fundraising revenue	5,092,296	5,039,419
Other revenue		
Other income	11,146	12,101
Communities, Culture and Heritage Grant	40,000	-
Between the Bridges Grant	283,820	227,117
Interest on investments and deposits	3,245	8,234
Investment and other income from Tomorrow Fund	<u>129,711</u>	<u>620,599</u>
	5,560,218	5,907,470
Expenses		
Fundraising expenses (Note 11)	<u>1,572,343</u>	<u>1,405,566</u>
Net revenue available for distributions and community programs and services	<u>3,987,875</u>	<u>4,501,904</u>
Distributions and community programs and service expenses		
211NS	25,386	32,305
Allocation to United Way of Canada	47,959	51,428
Community impact (Note 10)	988,538	964,958
Community program investment (Note 10)	1,133,921	1,928,144
Designations (Note 10)	1,353,635	1,191,365
Between the Bridges grant expenditures	283,820	227,117
Tomorrow Fund disbursement	<u>129,711</u>	<u>73,878</u>
	3,962,970	4,469,195
Excess of revenue over expenses before other item	24,905	32,709
Other item		
Gain on cash surrender value of life insurance	<u>132,939</u>	-
Excess of revenue over expenses	\$ 157,844	\$ 32,709

See accompanying notes to the consolidated financial statements.

United Way of Halifax Region Consolidated balance sheet

December 31

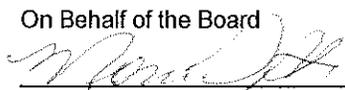
2018

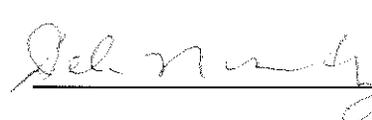
2017

	General Fund	Capital Asset Fund	Tomorrow Fund	Total	Total
Assets					
Current					
Cash and cash equivalents	\$ 344,422	\$ -	\$ 17,459	\$ 361,881	\$ 1,075,071
Short term investments, at market value	-	-	-	-	161,235
Pledges receivable (Note 3)	3,409,274	-	-	3,409,274	3,735,329
Receivables	50,154	-	-	50,154	27,678
Receivable from Tomorrow Fund	-	-	-	-	500,000
Accrued investment income	-	-	-	-	3,130
Prepays	16,900	-	-	16,900	26,298
	<u>3,820,750</u>	-	17,459	<u>3,838,209</u>	5,528,741
Capital assets (Note 4)	-	20,204	-	20,204	53,606
Cash surrender value of life insurance	132,939	-	-	132,939	-
Long term investments, at market value	-	-	2,673,336	2,673,336	2,763,086
	<u>\$ 3,953,689</u>	<u>\$ 20,204</u>	<u>\$ 2,690,795</u>	<u>\$ 6,664,688</u>	<u>\$ 8,345,433</u>
Liabilities					
Current					
Payables and accruals (Note 5)	\$ 656,906	\$ -	\$ -	\$ 656,906	\$ 611,235
Funded agencies - current campaign	1,243,360	-	-	1,243,360	2,118,306
Deferred revenue	941,045	-	-	941,045	1,288,705
Payable to General Fund	-	-	-	-	500,000
	<u>2,841,311</u>	-	-	<u>2,841,311</u>	<u>4,518,246</u>
Net assets (page 5)					
General Fund	603,151	-	-	603,151	417,190
Reserve for Future Operations	509,227	-	-	509,227	503,942
Capital Asset Fund	-	20,204	-	20,204	53,606
Tomorrow Fund	-	-	2,690,795	2,690,795	2,852,449
	<u>1,112,378</u>	<u>20,204</u>	<u>2,690,795</u>	<u>3,823,377</u>	<u>3,827,187</u>
	<u>\$ 3,953,689</u>	<u>\$ 20,204</u>	<u>\$ 2,690,795</u>	<u>\$ 6,664,688</u>	<u>\$ 8,345,433</u>

Commitments (Note 6)

On Behalf of the Board

 Director

 Director

See accompanying notes to the consolidated financial statements.

United Way of Halifax Region

Consolidated statements of changes in net assets

Year ended December 31	2018	2017
General Fund		
Balance, beginning of year	\$ 417,190	\$ 313,249
Excess of revenue over expenses	157,844	32,709
Transfers (to) from Capital Asset Fund		
Capital purchases	(2,584)	(22,411)
Depreciation	35,986	58,778
Transfer to Reserve for Future Operations	<u>(5,285)</u>	<u>34,865</u>
Balance, end of year	<u>\$ 603,151</u>	<u>\$ 417,190</u>
Reserve for Future Operations		
Balance, beginning of year	\$ 503,942	\$ 538,807
Transfer from (to) General Fund	<u>5,285</u>	<u>(34,865)</u>
Balance, end of year	<u>\$ 509,227</u>	<u>\$ 503,942</u>
Capital Asset Fund		
Balance, beginning of year	\$ 53,606	\$ 89,973
Transfer from (to) General Fund		
Capital purchases	2,584	22,411
Depreciation	<u>(35,986)</u>	<u>(58,778)</u>
Balance, end of year	<u>\$ 20,204</u>	<u>\$ 53,606</u>
Tomorrow Fund		
Balance, beginning of year	\$ 2,852,449	\$ 3,142,059
(Decrease) increase during the year comprised of		
Bequests and organizations	-	16,069
Contribution to General Fund	(129,711)	(620,599)
Donations	-	100,000
Investment activity	<u>(31,943)</u>	<u>214,920</u>
Balance, end of year	<u>\$ 2,690,795</u>	<u>\$ 2,852,449</u>

See accompanying notes to the consolidated financial statements.

United Way of Halifax Region

Consolidated statement of cash flows

Year ended December 31

2018

2017

Increase (decrease) in cash and cash equivalents

Operating		
Excess of revenue over expenses	\$ 157,844	\$ 32,709
Depreciation	<u>35,986</u>	<u>58,778</u>
	193,830	91,487
Change in non-cash operating working		
Pledges receivable	326,055	(185,142)
Receivables	(22,476)	9,429
Accrued investment income	3,130	-
Prepays	9,398	14,440
Payables and accruals	45,670	(165,456)
Funded agencies	(874,946)	(307,301)
Deferred revenue	<u>(347,660)</u>	<u>(31,258)</u>
	<u>(666,999)</u>	<u>(573,801)</u>
Investing		
Capital Asset Fund		
Purchase of capital assets, net of write offs	(2,584)	(22,411)
General Fund		
Proceeds on sale of investments, net of purchases	161,235	914,130
Change in cash surrender value of life insurance	(132,939)	-
Tomorrow Fund		
Purchase of investments, net of proceeds on sale	<u>(71,903)</u>	<u>187,668</u>
	<u>(46,191)</u>	<u>1,079,387</u>
Net (decrease) increase in cash and cash equivalents	(713,190)	505,586
Cash and cash equivalents, beginning of year	<u>1,075,071</u>	<u>569,485</u>
Cash and cash equivalents, end of year	\$ <u>361,881</u>	\$ <u>1,075,071</u>

See accompanying notes to the consolidated financial statements.

United Way of Halifax Region

Notes to the consolidated financial statements

December 31, 2018

1. Nature of operations

United Way of Halifax Region is an impact organization that powers change in the local community. United Way of Halifax Region's vision is for Halifax to be a city united by compassion, rich in opportunity and free from poverty.

United Way of Halifax Region's key areas of focus include poverty solutions, affordable housing and homelessness, and inclusive communities. In this work the organization funds a network of community agencies and partners with municipal, provincial, federal, non-profit and private sector organizations. United Way of Halifax Region is a not-for-profit organization and is a registered charity under the Income Tax Act.

2. Summary of significant accounting policies

Basis of presentation

These consolidated financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations ("ASNPO").

Basis of consolidation

These consolidated financial statements include the financial results of the United Way of Halifax Region and the United Way of Halifax Region Tomorrow Fund, which is controlled by the United Way of Halifax Region.

Fund accounting

The Organization uses fund accounting and accordingly, the consolidated balance sheet is segregated between the Funds.

The General Fund accounts for the Organization's fundraising activities and other unrestricted contributions. This fund reports the monies which are available to provide support to the community.

The Reserve for Future Operations ("Reserve Fund") represents internally restricted amounts transferred under a board approved policy from the General Fund to be used by the Organization to fund future operations. The policy has been set, by the United Way of Halifax Region Board, that the Reserve Fund balance shall not exceed 10% of the current year's net fundraising revenue.

The Capital Asset Fund reports the net investment in capital assets.

The United Way of Halifax Region Tomorrow Fund ("Tomorrow Fund") is a separate registered charity under the Income Tax Act. The fund receives gifts, bequests and memorials as designated by benefactors. The Tomorrow Fund is governed by its own Board of Trustees, as appointed by the United Way of Halifax Region Board.

Use of estimates

The preparation of the consolidated financial statements in conformity with ASNPO requires the Organization's management to make estimates and assumptions that affect the amounts of assets and liabilities and disclosure of contingent liabilities at the date of the consolidated financial statements and reported amounts of revenue and expenditures during the year. Certain of these estimates require subjective judgments by management that may be uncertain. These items include an allowance for losses on pledges receivable and on deferred revenue, fair value of investments and useful lives of capital assets. Actual results could differ from those reported.

United Way of Halifax Region

Notes to the consolidated financial statements

December 31, 2018

2. Summary of significant accounting policies (continued)

Cash and cash equivalents

Cash and cash equivalents consist of cash on hand and balances with banks in the General and Tomorrow Funds.

Revenue recognition

The Organization follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue of the appropriate fund in the year in which the related expenses are incurred. Restricted contributions for the purchase of capital assets that will be amortized are deferred and recognized as revenue at the same rate of amortization as the related acquired capital assets. Restricted contributions for the purchase of capital assets that will not be amortized are recognized as direct increases in net assets in the Capital Fund.

Unrestricted contributions are recognized as revenue of the appropriate fund when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Donated life insurance policies are recognized into income of the appropriate fund when cash is received.

All other revenues are recognized when received or receivable.

Net investment income that is not externally restricted is recognized as it is earned in the consolidated statement of revenue and expenses. Net investment income that is externally restricted and must be added to the resources held for endowment are recognized as direct increases or decreases in net assets in the Tomorrow Fund and recognized in the consolidated statement of revenue and expenses when it is approved to be spent by the General Fund.

Pledges receivable

Pledges receivable are recorded at their net realizable value when the amount to be received can be reasonably estimated and collection is reasonably assured. Uncollectible pledges include pledges that have been written off, net with overpayments received on pledges related to the prior year's annual campaign.

Capital assets

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution. Depreciation is provided on the straight-line basis over their estimated useful lives as follows (prorated in the year of acquisition):

Computer hardware and software	2, 3, 4 and 5 years
Furniture and fixtures	3, 4 and 5 years
Leasehold improvements	10 years

When a capital asset no longer has any long term service potential to the Organization, the excess of its net carrying amount over any residual value is recognized as an expense in the consolidated statement of revenue and expenses. Any write-downs recognized are not reversed.

Investments

Long term and short term investments are recorded at market value.

United Way of Halifax Region

Notes to the consolidated financial statements

December 31, 2018

2. Summary of significant accounting policies (continued)

Operations

Expenses include costs directly incurred by departments, as well as allocations of certain overhead expenses including salaries, occupancy, insurance, depreciation, postage, etc. at the following rates:

	<u>2018</u>	<u>2017</u>
Community impact expenses	46%	46%
Fundraising expenses	<u>54%</u>	<u>54%</u>
	<u>100%</u>	<u>100%</u>

The allocations are determined based on management's best estimate of the employees' time spent in the above areas weighted as an allocation of individual employee salary.

Total fundraising expenses reported in the consolidated statement of revenues and expenses of \$1,572,343 (2017 - \$1,405,566) are reported after allocation of \$1,151,901 (2017 - \$1,105,311).

Total community impact expenses reported in the consolidated statement of revenues and expenses of \$988,538 (2017 - \$964,958) are reported after allocation of \$981,249 (2017 - \$940,071).

Included in the cost of fundraising are Government of Canada Workplace Charitable Campaign costs in the amount of \$53,837 (2017 - \$41,028) a portion of which is reimbursable from HealthPartners in the amount of \$14,194 (2017 - \$10,101).

Donated materials and services

Donated materials and services are recognized at their fair value in the consolidated financial statements when the amount can be reasonably estimated and when the materials and services are used in the normal course of the Organization's operations and would otherwise have been purchased. Donated materials and services at an estimated fair value of \$Nil (2017 - \$Nil) were received by the Organization during the year to distribute to various agencies.

Financial instruments

The Organization considers any contract creating a financial asset, liability or equity instrument as a financial instrument, except in certain limited circumstances. The Organization accounts for the following as financial instruments:

- cash and cash equivalents
- short term investments
- receivables
- payables and accruals
- accrued investment income
- pledges receivable
- funded agencies
- long term investments
- deferred revenue

Initial measurement

The Organization's financial instruments are measured at fair value when issued or acquired. For financial instruments subsequently measured at cost or amortized cost, fair value is adjusted by the amount of the related financing fees and transaction costs. Transaction costs and financing fees relating to financial instruments that are measured subsequently at fair value are recognized in operations in the year in which they are incurred.

United Way of Halifax Region

Notes to the consolidated financial statements

December 31, 2018

2. Summary of significant accounting policies (continued)

Financial instruments (continued)

Subsequent measurement

At each reporting date, the Organization measures its financial assets and liabilities at cost or amortized cost (less impairment in the case of financial assets), except for equities quoted in an active market, which must be measured at fair value. All changes in fair value of the Organization's investments in equities quoted in an active market are recorded in the consolidated statement of revenue and expenses. The Organization uses the effective interest rate method to amortize any premiums, discounts, transaction fees and financing fees to the consolidated statement of revenues and expenses. The financial instruments measured at amortized cost are cash and cash equivalents, receivables and payables and accruals.

For financial assets measured at cost or amortized cost, the Organization regularly assesses whether there are any indications of impairment. If there is an indication of impairment, and the Organization determines that there is a significant adverse change in the expected timing or amount of future cash flows from the financial asset, it recognizes an impairment loss in the consolidated statement of revenue and expenses. Any reversals of previously recognized impairment losses are recognized in operations in the year the reversal occurs.

Credit risk

The United Way of Halifax Region is exposed to credit risk that arises from pledges receivable. Credit risk arises from the possibility that the contributors to the United Way of Halifax Region will be unable to fulfil their obligations. Management closely evaluates the collectability of its pledges receivable and maintains provisions for potential pledge losses, which are assessed on a regular basis.

3. Pledges receivable	<u>2018</u>	<u>2017</u>
2018 Campaign	\$ 3,428,994	\$ -
2017 Campaign	178,703	3,609,890
2016 Campaign	-	342,839
Less: Allowance for loss on pledges	<u>(198,423)</u>	<u>(217,400)</u>
	<u>\$ 3,409,274</u>	<u>\$ 3,735,329</u>

4. Capital assets			<u>2018</u>	<u>2017</u>
	<u>Cost</u>	<u>Accumulated Depreciation</u>	<u>Net Book Value</u>	<u>Net Book Value</u>
Computer hardware and software	\$ 258,749	\$ 249,223	\$ 9,526	\$ 30,993
Furniture and fixtures	67,771	65,006	2,765	8,495
Leasehold improvements	<u>98,838</u>	<u>90,925</u>	<u>7,913</u>	<u>14,118</u>
	<u>\$ 425,358</u>	<u>\$ 405,154</u>	<u>\$ 20,204</u>	<u>\$ 53,606</u>

United Way of Halifax Region

Notes to the consolidated financial statements

December 31, 2018

5. Payables and accruals	<u>2018</u>	<u>2017</u>
Trade payables	\$ 110,102	\$ 72,946
Community investment – prior campaign	<u>546,804</u>	<u>538,289</u>
	<u>\$ 656,906</u>	<u>\$ 611,235</u>

6. Commitments

The United Way of Halifax Region leases its premises under a long term operating lease which expires in 2028. The annual rent consists of a minimum amount plus a proportionate share of certain operating costs determined on an annual basis. Minimum rent payable for the premises for each of the next five years is as follows:

	<u>Rent</u>
2019	\$ 121,635
2020	121,635
2021	121,635
2022	121,635
2023	121,635

7. Defined contribution pension plan

The United Way of Halifax Region operates a defined contribution pension plan for its employees. The assets of the plan are held separately from those of the Organization in an independent fund administered by Desjardins Financial Security. The Organization matches the annual contributions of employees, which may be up to 5% of each employee's regular earnings.

Pension expense attributable to the Organization's pension plan for the current year is \$60,973 (2017 - \$59,148).

8. Credit facilities

The United Way of Halifax Region has a financing arrangement with a financial institution which provides an available unsecured operating line of credit totalling \$200,000, bearing interest at Royal Bank prime rate plus 1.3%, all of which is unused at December 31, 2018 and December 31, 2017.

9. Fundraising revenue

Overall fundraising revenue includes revenue results from workplace giving campaigns, individual leadership donors, event proceeds, and major gift donations. United Way Halifax continues to work to diversify revenue sources.

United Way of Halifax Region

Notes to the consolidated financial statements

December 31, 2018

10. Distribution and community programs and service expenses

Designations

United Way of Halifax Region's workplace fundraising campaign provides the opportunity for donors to designate gifts to various organizations and programs making an impact in the community, in addition to giving directly to United Way of Halifax Region. These designations are recognized in revenue and expensed when paid out to the designated organizations. During 2018 and 2017 designations represented 26.6% and 23.6% respectively, of the funds raised in the organization's workplace fundraising campaigns.

Community Impact

United Way of Halifax Region invests directly in community impact work to drive change in Halifax. Community impact expense includes collaborative funding, research, partnership facilitation (regarding equity, housing and poverty), salaries, consultation, public education and engagement in poverty issues.

Community Program Investment

Community Program Investment includes funds provided to third party agencies to support valuable community programs that align with United Way of Halifax Region's mandate to fight poverty, end homelessness and improve inclusion in Halifax. During 2018 and 2017 United Way of Halifax Region provided program funding to 46 agencies (67 programs) and 48 agencies (70 programs), respectively. The organization commits to funding programs between 1 and 3 years. Total Community Program Investment will fluctuate annually based on past commitments and level of fundraising revenue.

11. Fundraising expenses	<u>2018</u>	<u>2017</u>
Direct fundraising expenses	\$ 365,732	\$ 300,255
General and administrative expenses	1,151,901	1,105,311
Insurance premium expense	<u>54,710</u>	<u>-</u>
Fundraising expense	<u>\$ 1,572,343</u>	<u>\$ 1,405,566</u>

As disclosed in Note 2, operating expenses are allocated between Community impact expenses and Fundraising expenses. Included in the cost of fundraising are Government of Canada Workplace Charitable Campaign costs in the amount of \$53,837 (2017 - \$41,028), a portion of which is reimbursable from HealthPartners in the amount of \$14,194 (2017 - \$10,101). Insurance premium expense relates to a life insurance policy donated to the United Way. The contribution for the insurance premium is recognized in fundraising campaign revenue.