

SIERRA CLUB CANADA FOUNDATION

FINANCIAL STATEMENTS

DECEMBER 31, 2018

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PARKER PRINS LEBANO
Chartered Professional Accountants
Professional Corporation

To the Members of,
SIERRA CLUB CANADA FOUNDATION:

Opinion

We have audited the accompanying financial statements of Sierra Club Canada Foundation which comprise the Statement Of Financial Position as at December 31, 2018, and the Statements Of Changes In Net Assets, Operations, 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 Sierra Club Canada Foundation as at December 31, 2018, 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 *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of Sierra Club Canada Foundation 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 Sierra Club Canada Foundation'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 Sierra Club Canada Foundation or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing Sierra Club Canada Foundation's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Sierra Club Canada Foundation'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 Sierra Club Canada Foundation's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause Sierra Club Canada Foundation 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.



Parker Prins Lebano Chartered Professional Accountants Professional Corporation
Authorized to practice public accounting by the Chartered Professional Accountants of Ontario

Ottawa, Ontario
April 25, 2019

**SIERRA CLUB CANADA FOUNDATION
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2018**

	<u>2018</u>	<u>2017</u>
ASSETS		
CURRENT		
Cash and cash equivalents	\$ 182,898	\$ 176,794
Accounts receivable	29,205	31,814
Prepaid expenses	<u>1,647</u>	<u>1,160</u>
	213,750	209,768
CAPITAL (note 4)	3,830	2,906
DONOR LIST (note 10)	<u>-</u>	<u>60,000</u>
	<u>\$ 217,580</u>	<u>\$ 272,674</u>
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities	\$ 27,386	\$ 43,400
Deferred revenue	88,226	85,358
Current portion of long-term debt (note 7)	<u>26,876</u>	<u>25,090</u>
	142,488	153,848
LONG-TERM DEBT (note 7)	<u>27,692</u>	<u>12,545</u>
	170,180	166,393
NET ASSETS	<u>47,400</u>	<u>106,281</u>
	<u>\$ 217,580</u>	<u>\$ 272,674</u>

Approved by the Board:

_____ Director _____ Director

**SIERRA CLUB CANADA FOUNDATION
STATEMENT OF CHANGES NET IN ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2018**

	<u>2018</u>	<u>2017</u>
NET ASSETS		
BALANCE, BEGINNING OF YEAR	\$ 106,281	\$ 115,810
DEFICIENCY OF REVENUE OVER EXPENDITURE FOR THE YEAR	<u>(58,881)</u>	<u>(9,529)</u>
BALANCE, END OF YEAR	<u>\$ 47,400</u>	<u>\$ 106,281</u>

**SIERRA CLUB CANADA FOUNDATION
STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2018**

	<u>2018</u>	<u>2017</u>
REVENUE		
NGO's and other charitable organizations	\$ 198,767	\$ 89,929
Donations - individual and corporate	258,377	348,211
Government contracts	78,217	88,471
Project administration fees	34,506	10,733
Investment and other, net	<u>320</u>	<u>2,232</u>
	<u>570,187</u>	<u>539,576</u>
EXPENDITURE		
Program (note 6)	387,583	395,618
Amortization	876	770
Administrative (note 6)	113,931	90,476
Development (note 6)	<u>61,351</u>	<u>64,873</u>
	<u>563,741</u>	<u>551,737</u>
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURE BEFORE OTHER ITEM	6,446	(12,161)
OTHER ITEMS, NON OPERATING		
Impairment of Donor List (note 10)	(60,000)	-
Foreign currency exchange (loss) gain	<u>(5,327)</u>	<u>2,632</u>
	<u>(65,327)</u>	<u>2,632</u>
DEFICIENCY OF REVENUE OVER EXPENDITURE FOR THE YEAR	\$ (58,881)	\$ (9,529)

**SIERRA CLUB CANADA FOUNDATION
STATEMENT OF CASH FLOWS
DECEMBER 31, 2018**

	<u>2018</u>	<u>2017</u>
CASH FLOWS (USED FOR) FROM OPERATING ACTIVITIES		
Excess (deficiency) of revenue over expenditure for the year	\$ (58,881)	\$ (9,529)
Items not affecting cash:		
Amortization	876	770
Impairment of Donor List	<u>60,000</u>	<u>-</u>
	1,995	(8,759)
Net changes in non-cash items related to operations:		
Accounts receivable	2,609	35,231
Prepaid expenses	(487)	(3)
Deferred revenue	2,868	(47,866)
Accounts payable and accrued liabilities	<u>(16,014)</u>	<u>4,423</u>
	<u>(9,029)</u>	<u>(16,974)</u>
CASH FLOWS USED FOR INVESTING ACTIVITIES		
Additions to capital assets	<u>(1,800)</u>	<u>-</u>
CASH FLOWS FROM (USED FOR) FINANCING ACTIVITIES		
Long-term debt	16,933	(16,073)
Loan receivable - related party	<u>-</u>	<u>4,246</u>
	<u>16,933</u>	<u>(11,827)</u>
INCREASE (DECREASE) IN CASH	6,104	(28,801)
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>176,794</u>	<u>205,595</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u>\$ 182,898</u>	<u>\$ 176,794</u>
Cash and cash equivalents consist of:		
Cash	\$ 149,886	\$ 143,793
Cash assigned to credit facility (note 8)	5,012	5,001
GIC	<u>28,000</u>	<u>28,000</u>
	<u>\$ 182,898</u>	<u>\$ 176,794</u>

**SIERRA CLUB CANADA FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2018**

1. PURPOSE OF THE FOUNDATION

The Sierra Club Canada Foundation (the "Foundation") was incorporated without share capital under the Corporations Act (Ontario) and is a registered charitable organization under the Income Tax Act (Canada). The purpose of the Foundation is to advance the preservation and protection of the natural environment with charitable resources.

2. SIGNIFICANT ACCOUNTING POLICIES

BASIS OF ACCOUNTING

Revenue and expenditures are recorded on the accrual basis whereby they are reflected in the accounts in the period in which they have been earned and incurred respectively, whether or not such transactions have been finally settled by the receipt or payment of money.

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, liabilities, revenues and expenditures and disclosure of contingent assets and liabilities. Actual results could differ from those estimates.

REVENUE RECOGNITION

Donations not designated for a specific purpose are recognized as revenue when they are received. Donations which are designated for specific programs are deferred and recognized as revenue over the period of the program as costs are incurred.

GRANTS

Grants designated for specific programs are deferred and recognized as revenue over the period of the program as costs are incurred. Grants are subject to specific terms and conditions regarding the expenditure of the funds. The Foundation's records are subject to audit by the funders to identify instances, if any, in which amounts charged to the grants have not complied with the agreed terms and conditions, and which would therefore be refundable. Adjustments, if any, would be recorded in the year in which the funder requests the adjustment.

VOLUNTEER SERVICES

The Foundation receives the services of many volunteers, the cost of which cannot be reasonably estimated. Therefore, no representation of this expenditure has been included in these financial statements.

CAPITAL ASSETS

Capital assets are stated at cost. Amortization is recorded using the diminishing balance method at rates calculated to amortize the cost over their estimated useful lives as follows:

Office furniture and fixtures	20% per annum
Computer and telephone equipment	30% per annum

One-half the amortization is taken in the years of acquisition and disposition.

SIERRA CLUB CANADA FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS (continued)
DECEMBER 31, 2018

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

DONOR LIST

The donor list is stated at cost. Management periodically assess the carrying amount of this intangible asset when there have been events or circumstances that indicate the value may be impaired (see note 10).

3. FINANCIAL INSTRUMENTS

The Foundation's financial instruments consist of cash and cash equivalents, accounts receivable, accounts payable and accrued liabilities, and long-term debt. The fair values of these financial instruments approximate their carrying values, unless otherwise stated. It is management's opinion that the Foundation is not exposed to significant interest rate risks arising from these financial instruments.

FOREIGN EXCHANGE RISK

The Foundation is exposed to risks from changes in foreign currency exchange rates through a loan that is denominated in a foreign currency.

4. CAPITAL ASSETS

	2018			2017
	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>	<u>Net Book Value</u>
Computer and telephone equipment	\$ 2,682	\$ 982	\$ 1,700	\$ 242
Office furniture	<u>6,506</u>	<u>4,376</u>	<u>2,130</u>	<u>2,664</u>
	<u>\$ 9,188</u>	<u>\$ 5,358</u>	<u>\$ 3,830</u>	<u>\$ 2,906</u>

5. RELATED PARTY TRANSACTIONS

The Foundation and the Sierra Club Canada are related entities since the Foundation is a governing member of the Club.

During the 2017 fiscal year, the Club made a donation to the Foundation in the amount of \$23,726.

The transaction was measured at the exchange amount, which was the amount of consideration established and agreed to by the related parties.

SIERRA CLUB CANADA FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS (continued)
DECEMBER 31, 2018

6. ALLOCATION OF PERSONNEL EXPENSES

Personnel costs have been allocated in accordance with time incurred as follows:

	<u>2018</u>	<u>2017</u>
Program	\$ 295,216	\$ 337,561
Operations	50,529	47,505
Development	<u>42,564</u>	<u>47,505</u>
	<u>\$ 388,309</u>	<u>\$ 432,571</u>

7. LONG-TERM DEBT

During the 2016 fiscal year, the Foundation received funds from an unrelated not-for-profit corporation in the amount of \$40,000 USD bearing interest at 3% per annum. Under the terms of the loan agreement, the Foundation is required to make four interest only payments of \$300 USD from September 1, 2016 to June 1, 2017 and eight blended payments of \$5,170.22 USD from September 1, 2017 to June 1, 2019. At year end, the loan was translated to Canadian funds using the Bank of Canada exchange rate as at December 31, 2018.

	<u>2018</u>	<u>2017</u>
	\$ 13,642	\$ 37,635

During the current fiscal year, the Foundation received a second tranche of funds from the same unrelated not-for-profit corporation in the amount of \$30,000 USD bearing interest at 3% per annum. Under the terms of the loan agreement, the Foundation is required to make 12 quarterly blended payments of \$2,623.54 USD from February 1, 2019 to February 1, 2021. At year end, the loan was translated to Canadian funds using the Bank of Canada exchange rate as at December 31, 2018.

	<u>40,926</u>	<u>-</u>
	54,568	37,635
Current portion	<u>(26,876)</u>	<u>(25,090)</u>
	<u>\$ 27,692</u>	<u>\$ 12,545</u>

Principal repayments over the next three years are as follows:

2019	\$ 26,876
2020	13,636
2021	14,056

SIERRA CLUB CANADA FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS (continued)
DECEMBER 31, 2018

8. CREDIT FACILITIES

The Foundation has a credit facility at its disposal in the total amount of \$5,000. The credit facility is comprised of a corporate credit card with a limit of \$5,000. The credit facility is secured by an assignment of a savings account in the amount of \$5,000 and by a general security agreement.

9. LEASE COMMITMENTS

The Foundation is committed to operating leases for its office premises and storage facility. During the next fiscal year, the Foundation is committed to paying approximately \$5,042 under these lease agreements.

10. IMPAIRMENT OF DONOR LIST

During the year, the Foundation's management determined it was no longer possible to accurately assess the carrying value of the Donor List due to both systems constraints and changes to Canadian privacy laws. Due to the difficulties in assessing the carrying value of the Donor List, management determined the most prudent course of action would be to assess the carrying value of the Donor List at zero. As a result of this assessment, an impairment loss of \$60,000 has been recognized in the Statement of Operations.

11. COMPARATIVE FIGURES

Certain comparative figures have been reclassified in order to conform with the current year financial statement presentation.