

**DRAFT FOR DISCUSSION
PURPOSES ONLY**

September 30, 2017

**SUSTAINABLE CONCORDIA/
CONCORDIA DURABLE**

Financial Statements

April 30, 2017

**SUSTAINABLE CONCORDIA/
CONCORDIA DURABLE**

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INDEPENDENT AUDITORS' REPORT

To the Members of
SUSTAINABLE CONCORDIA/CONCORDIA DURABLE

We have audited the accompanying financial statements of SUSTAINABLE CONCORDIA/CONCORDIA DURABLE which comprise the balance sheet as at April 30, 2017, and the statements of operations, changes in net assets and cash flows for the year then ended and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements - Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility - Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Opinion - In our opinion, the financial statements present fairly, in all material respects, the financial position of SUSTAINABLE CONCORDIA/CONCORDIA DURABLE as at April 30, 2017 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.

By: R. Amstutz, CPA auditor, CA
August 31, 2017
Montreal, Quebec

SUSTAINABLE CONCORDIA/
CONCORDIA DURABLE
BALANCE SHEET
as at April 30, 2017

	<u>2 0 1 7</u>	<u>2 0 1 6</u> (unaudited)
ASSETS		
CURRENT ASSETS		
Cash	\$ 111,255	\$ 101,465
Accounts receivable	757	-
Prepaid expenses	<u>251</u>	<u>251</u>
	<u>112,263</u>	<u>101,716</u>
EQUIPMENT		
Cost	2,137	2,137
Accumulated amortization	<u>2,137</u>	<u>2,137</u>
	<u>-</u>	<u>-</u>
	<u>\$ 112,263</u>	<u>\$ 101,716</u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable and accrued charges (Note 3)	\$ <u>7,356</u>	\$ <u>12,362</u>
	<u>7,356</u>	<u>12,362</u>
NET ASSETS		
Internally restricted (Note 4)		
Contingency fund	29,000	22,000
Unrestricted	<u>75,907</u>	<u>67,354</u>
	<u>104,907</u>	<u>89,354</u>
	<u>\$ 112,263</u>	<u>\$ 101,716</u>

ON BEHALF OF THE BOARD

.....Director

.....Director

The accompanying notes form an integral part of the financial statements.

SUSTAINABLE CONCORDIA/
CONCORDIA DURABLE
STATEMENT OF CHANGES IN NET ASSETS
as at April 30, 2017

			<u>2 0 1 7</u>	<u>2 0 1 6</u> (unaudited)
	Internally restricted <u> funds </u> (Note 4)	Unrestricted <u> funds </u>	<u> Total </u>	<u> Total </u>
Balance, beginning of year	\$ 22,000	\$ 67,354	\$ 89,354	\$ 66,207
Addition sto internally restricted funds	7,000	(7,000)	-	-
Excess of revenues over expenses	<u> - </u>	<u> 15,553 </u>	<u> 15,553 </u>	<u> 23,147 </u>
Balance, end of year	\$ <u> 29,000 </u>	\$ <u> 75,907 </u>	\$ <u> 104,907 </u>	\$ <u> 89,354 </u>

The accompanying notes form an integral part of the financial statements.

SUSTAINABLE CONCORDIA/
CONCORDIA DURABLE
STATEMENT OF OPERATIONS
year ended April 30, 2017

	<u>2 0 1 7</u>	<u>2 0 1 6</u> (unaudited)
REVENUES		
Student fees	\$ 119,684	\$ 119,208
Donations	398	480
Other	<u>119</u>	<u>1,254</u>
	<u>120,201</u>	<u>120,942</u>
 EXPENSES (Schedule I)		
Working groups	34	13,611
Payroll	84,374	69,819
General and administrative	6,343	8,063
Meetings and assembly	2,639	2,278
Marketing/outreach	9,350	2,156
Staff development	<u>1,908</u>	<u>1,868</u>
	<u>104,648</u>	<u>97,795</u>
 EXCESS OF REVENUES OVER EXPENSES	 \$ <u>15,553</u>	 \$ <u>23,147</u>

The accompanying notes form an integral part of the financial statements.

SUSTAINABLE CONCORDIA/
CONCORDIA DURABLE
STATEMENT OF CASH FLOWS
year ended April 30, 2017

	<u>2 0 1 7</u>	<u>2 0 1 6</u> (unaudited)
OPERATING ACTIVITIES		
Excess of revenues over expenses	\$ 15,553	\$ 23,147
Changes in non cash operating working capital		
Accounts receivable	(757)	-
Prepaid expenses	-	78
Accounts payable and accrued charges	<u>(5,006)</u>	<u>54</u>
INCREASE IN CASH AND CASH EQUIVALENTS	9,790	23,279
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>101,465</u>	<u>78,186</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	\$ <u>111,255</u>	\$ <u>101,465</u>

Cash and cash equivalents are comprised of cash.

The accompanying notes form an integral part of the financial statements

SUSTAINABLE CONCORDIA/
CONCORDIA DURABLE
NOTES TO THE FINANCIAL STATEMENTS
as at April 30, 2017

1. STATUTES OF INCORPORATION AND NATURE OF ACTIVITIES

The organization was incorporated under Part III of the Québec Companies Act as a non-profit organization.

The organization is an independent, student-funded, Concordia University organization, with the objective to unite campus community members to engage in sustainable initiatives, and empower them with the knowledge and skills to make sustainable decisions in their lives.

2. SIGNIFICANT ACCOUNTING POLICIES

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations and include the following significant accounting policies:

Accounting estimates

The preparation of financial statements in conformity with Canadian accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results may differ from these estimates.

Revenue recognition

The organization 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.

Equipment

Equipment is stated at cost. Amortization is calculated to amortize the cost of the assets less their residual values over their estimated useful lives, using the declining-balance method at the annual rate of 20%.

Contributed services

The organization receives the services of volunteers to carry out various activities. For the current year it is not possible to evaluate the services received from the volunteers. If it were possible to determine the monetary value of these services, the amounts would have been recorded in the appropriate revenue and expense captions.

Cash and cash equivalents

The Organization's policy is to disclose cash and cash equivalents, including bank overdrafts with balances that fluctuate frequently from being positive to overdrawn and term deposits with a maturity period of three months or less from the date of acquisition.

SUSTAINABLE CONCORDIA/
CONCORDIA DURABLE
NOTES TO THE FINANCIAL STATEMENTS
as at April 30, 2017

2. SIGNIFICANT ACCOUNTING POLICIES

Financial instruments

The organization initially measures its financial assets and financial liabilities at fair value. The organization subsequently measures all its financial assets and financial liabilities at cost or amortized cost.

Financial assets measured at amortized cost include cash and accounts receivable. Financial liabilities measured at amortized cost include accounts payable and accrued charges.

3. ACCOUNTS PAYABLE AND ACCRUED CHARGES	<u>2 0 1 7</u>	<u>2 0 1 6</u>
Accrued charges	\$ 6,426	\$ 8,823
Vacations payable	930	2,046
Government remittances	<u>-</u>	<u>1,493</u>
	<u>\$ 7,356</u>	<u>\$ 12,362</u>

4. INTERNALLY RESTRICTED FUNDS

The board of directors internally restricted resources amounting to \$29,000 to be used as a contingency fund.

These internally restricted amounts are not available for other purposes without approval of the Board of directors.

5. FINANCIAL INSTRUMENTS

Risks and concentrations

The organization is exposed to various risks through its financial instruments. The following analysis provides a measure of the organization's risk exposure and concentrations at the balance sheet date, i.e. April 30, 2017.

Liquidity risk

Liquidity risk is the risk that the organization will encounter difficulty in meeting obligations associated with financial liabilities. The organization is exposed to this risk mainly in respect of its accounts payable and accrued charges.

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The organization's main credit risks relate to its accounts receivable.

6. COMPARATIVE FIGURES

The figures presented for comparative purposes were not audited.

SUSTAINABLE CONCORDIA/
CONCORDIA DURABLE
EXPENSES
year ended April 30, 2017

SCHEDULE 1

	<u>2 0 1 7</u>	<u>2 0 1 6</u> (unaudited)
WORKING GROUPS		
Climate Justice Montreal	\$ 2,310	\$ 4,089
R4	(1,791)	520
SEE	(485)	-
Emerging and working group fund	-	7,500
LPVR	-	1,265
Bike 2 Farm	-	237
	<u>34</u>	<u>13,611</u>
PAYROLL		
Wages and salaries	72,515	62,026
Employee benefits	11,359	5,843
Honorarium	500	1,950
	<u>84,374</u>	<u>69,819</u>
GENERAL AND ADMINISTRATIVE		
Accounting and legal	2,228	2,932
Computer and electronic equipment	1,275	1,499
Telephone	1,051	1,256
Insurance	781	781
Photocopier and postage	391	714
Office supplies	368	287
Food - office	73	51
Business fees and licenses	65	69
Equipment, fixtures and furnishings	63	402
Bank fees and penalties	48	72
	<u>6,343</u>	<u>8,063</u>
MEETINGS AND ASSEMBLY		
Annual general meeting	1,434	1,046
Coordinators	574	455
Board meetings	631	777
	<u>2,639</u>	<u>2,278</u>
MARKETING/OUTREACH		
Divest campaign	3,313	-
Space improvements	2,625	-
Co-sponsorship	1,568	667
Sustainabilitea	831	-
General printing	453	395
Organizing Sustainability	407	586
Website	105	-
General campaign events	48	325
Volunteer appreciation event	-	103
General orientation event	-	80
	<u>9,350</u>	<u>2,156</u>
STAFF DEVELOPMENT		
Board retreat	1,908	1,368
Staff training	-	500
	<u>1,908</u>	<u>1,868</u>
Total expenses	\$ <u>104,648</u>	\$ <u>97,795</u>