UNITED WAY SERVING SAINT JOHN, KINGS AND CHARLOTTE INC.

Financial Statements February 29, 2024

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INDEPENDENT AUDITOR'S REPORT

To the directors of United Way Serving Saint John, Kings and Charlotte Inc.

Qualified Opinion

We have audited the financial statements of United Way Serving Saint John, Kings and Charlotte Inc., which comprise the statement of financial position as at February 29, 2024, 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, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at February 29, 2024, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Qualified Opinion

In common with many charitable organizations, the Organization derives revenue from the general public in the form of pledges and donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of revenues from pledges and donations was limited to the amounts recorded in the records of the Organization. Therefore, we were not able to determine whether any adjustments might be necessary to these revenues, excess (deficiency) of revenues over expenditures, assets, fund balances and cash flows from operations.

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 qualified 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.

INDEPENDENT AUDITOR'S REPORT, continued

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.

Jamieson Millin Chartered Professional accountants Inc.

Jamieson Mullin Chartered Professional Accountants Inc.

Quispamsis, NB June 27, 2024



United Way Serving Saint John, Kings and Charlotte Inc. Statement of Operations

For the year ended February 29, 2024 (With comparative figures for 2023)

	2024	2023
Revenues		
Campaign pledges and collections Corporate and individual Payroll deductions Investment advisory Special projects	\$ 768,742 701,818 246,892 24,131	\$ 730,936 740,216 214,378 33,505
	1,741,583	1,719,035
Uncollectible pledges loss	(20,135)	(44,947)
Net campaign revenue	1,721,448	1,674,088
Forfeited allocations Other pledges and collections Investment income (Note 3) Program revenue Health partners cost recovery	- 68,954 43,523 605,812 1,583	17,500 31,044 11,567 12,610 2,293
	719,872	75,014
	2,441,320	1,749,102
Expenditures		
Campaign expenditures, Schedule 4 Community impact expenditures, Schedule 3	338,329 <u>2,190,967</u>	296,670 1,576,182
	2,529,296	1,872,852
Deficiency of revenues over expenditures	\$ <u>(87,976)</u>	\$ <u>(123,750)</u>

United Way Serving Saint John, Kings and Charlotte Inc.

Statement of Changes in Net Assets

For the year ended February 29, 2024 (With comparative figures for 2023)

	Operating Reserve	Unrestricted	Total 2024	Total 2023
Balance - beginning of year	\$ 737,649	\$ 252,596	\$ 990,245	\$ 1,113,995
Deficiency of revenues over expenditures		(87,976)	(87,976)	(123,750)
Balance - end of year	\$ 737,649	<u>\$ 164,620</u>	<u>\$ 902,269</u>	\$ <u>990,245</u>

United Way Serving Saint John, Kings and Charlotte Inc.

Statement of Financial Position

As at February 29, 2024 (With comparative figures for 2023)

	2024	2023
Assets Current Cash Term deposits Pledges receivable (Note 4) Other receivables (Note 5) Prepaid expenses	\$ 443,116 580,181 974,653 16,232 8,188	\$ 638,090 490,464 876,105 13,992 8,380
Term deposits Restricted term deposits	2,022,370 315,120 	2,027,031 412,117 <u>33,065</u>
Total Assets	<u>\$ 2,337,490</u>	\$ <u>2,472,213</u>
Liabilities Current Accounts payable and accrued liabilities (Note 6) Allocations and grants payable (Note 7) Deferred income (Note 8)	\$ 89,743 1,212,225 <u>94,506</u> 1,396,474	\$83,892 1,174,158 <u>201,445</u> 1,459,495
Retirement allowance (Note 9)	38,747	22,473
	1,435,221	1,481,968
Net Assets Operating reserve Unrestricted	737,649 164,620 902,269	737,649 252,596 990,245
Total Liabilities and Net Assets	<u>\$ 2,337,490</u>	\$ <u>2,472,213</u>
Commitments (Note 11)		
Subsequent Events (Note 10)		

APPROVED BY:

Director

Director

United Way Serving Saint John, Kings and Charlotte Inc.

Statement of Cash Flows

For the year ended February 29, 2024 (With comparative figures for 2023)

	2024	2023
Operating activities		
Deficiency of revenues over expenditures	\$ (87,976)	\$ (123,750)
Adjustment for		(4,000)
Gain on disposal of investments		(1,086)
	(87,976)	(124,836)
Change in non-cash working capital items		
Pledges receivable	(98,548)	25,357
Other receivables	(2,240)	(51)
Prepaid expenses	192	5,132
Accounts payable and accrued liabilities	5,851	13,566
Allocations and grants payable	38,067	(36,772)
Deferred income	(106,939)	24,790
Retirement allowance	16,274	1,833
	(235,319)	(90,981)
Investing activities		
Purchase of investments	-	(28,949)
Proceeds on sale of investments	-	30,035
Net change in term deposits	40,345	(37,907)
	40,345	(36,821)
Decrease in cash	(194,974)	(127,802)
Cash - beginning of year	638,090	765,892
Cash - end of year	<u>\$ 443,116</u>	\$ 638,090
Other information Interest received	\$ <u>44,176</u>	\$ <u>10,679</u>

As at February 29, 2024 (With comparative figures for 2023)

1. Nature of The Business Activities

United Way Serving Saint John, Kings and Charlotte Inc. (the "Organization") is a tax-exempt registered Canadian charity, constituted under the laws of New Brunswick and administered entirely by its dully-elected Board of Directors. It annually conducts a review of funding request, sets a fund-raising goal, organizes a single community-wide fundraising campaign and distributes the proceeds according to a prearranged schedule.

2. <u>Summary of Significant Accounting Policies</u>

These financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations. The significant accounting policies are detailed as follows:

(a) 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 expenditures are incurred. Unrestricted contributions are recognized as revenue when received or receivable when the amount to be received can be reasonably estimated and collection is reasonably assured.

Contributions are recorded when the related pledges are received or receivable if collection thereof is reasonably assured. Pledges receivable are recorded net of an allowance for uncollectible pledges.

Investment and other income is recognized on an accrual basis.

(b) Contributed services

Volunteers contribute their time to assist in the Organization's activities. While these services benefit the Organization considerably, a reasonable estimate of their amount and fair value cannot be made and, accordingly, these contributed services are not recognized in the financial statements.

(c) Cash

Cash consists of balances with financial institutions.

(d) Term deposits

Term deposits are funds held in guaranteed investment certificates. Guaranteed investment certificates mature between March 13, 2024 to May 13, 2026 and bear interest at 0.15% to 4.50% and market variable rates. The guaranteed investment certificates are held in the custody of the Bank of Montreal and are recorded at cost plus accrued interest, which approximates fair value.

As at February 29, 2024 (With comparative figures for 2023)

2. <u>Summary of Significant Accounting Policies, continued</u>

(e) Operating reserve fund

The Operating Reserve Fund is defined as an internally restricted fund set aside by action of the Board of Directors. The purpose of the Operating Reserve Fund is to ensure the stability of the mission, programs, employment, and ongoing operations of the organization.

The required target minimum amount to be maintained in the Operating Reserve Fund is equal to the three-year average of six months of normalized operating costs (based on budgeted expenses) added to six months of accounts receivable as of year end. Normalized expenses include all expenses including designation payments, less any annual discretionary spending (e.g. special projects, non-profit development, ACC project, etc.), funded partner allocation, depreciation, in-kind and other non-cash expenses.

The Operating Reserve Fund is to be funded with surplus unrestricted operating funds. The Board of Directors may direct that a specific source of revenue be designated to the Operating Reserve Fund.

Transfers from the Operating Reserve Fund are required to be approved by the Board of Directors. The Organization's goal is to replenish the funds used within twelve months to a maximum of three years to restore the Operating Reserve Fund to the target minimum amount.

During the year, the board approved transfer of \$nil (2023 - \$487,649) to the Operating Reserve Fund.

(f) Financial instruments

(i) Measurement of financial instruments

The Organization initially measures its financial assets and liabilities at fair value.

The Organization subsequently measures all its financial assets and financial liabilities at cost or amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in deficiency of revenues over expenditures in the period incurred.

Financial assets measured at amortized cost include cash, term deposits, pledges receivable and other receivables.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities and retirement allowance.

As at February 29, 2024 (With comparative figures for 2023)

2. <u>Summary of Significant Accounting Policies, continued</u>

(f) Financial instruments, continued

(ii) Impairment

For financial assets measured at cost or amortized cost, the Organization determines whether there are indications of possible impairment. When there is an indication of impairment, and the Organization determines that a significant adverse change has occurred during the period in the expected timing or amount of future cash flows, a write-down is recognized in deficiency of revenues over expenditures. A previously recognized impairment loss may be reversed to the extent of the improvement. The carrying amount of the financial asset may not be greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in deficiency of revenues over expenditures.

(iii) Transaction costs

Transaction costs related to financial instruments that will be subsequently measured at fair value are recognized in net income in the period incurred. Transaction costs related to financial instruments subsequently measured at amortized cost are included in the original cost of the asset or liability and recognized in net income over the life of the instrument using the straight-line method.

(g) Measurement uncertainty

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 disclosures of contingent liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reported period. Actual results could differ from those estimates.

3. Investment income

Investment income includes an estimate of \$8,400 (2023 - \$7,087) receivable (Note 5) from the estate of the late Mary K. McKean, representing 10% of the net investment income earned on the estate capital up to the end of the fiscal year, being the pro-rata share of the income to which, according to the terms of Ms. McKean's will, the United Way Serving Saint John, Kings and Charlotte Inc. is entitled on an annual basis in perpetuity.

4. <u>Pledges Receivable</u>

	2024	2023
Payroll deduction plan Other pledges	\$ 562,799 466,854	\$ 582,474 <u>369,631</u>
Less: Allowance for doubtful accounts	1,029,653 55,000	952,105 76,000
	\$ 974,653	\$ 876,105

Notes to Financial Statements

As at February 29, 2024 (With comparative figures for 2023)

5. Other Receivables

		2024	2023
	Estate of Mary K. McKean HST rebate Health partners cost recovery	\$ 8,400 5,794 2,038	\$ 7,086 4,093 2,813
		\$ 16,232	<u>\$ 13,992</u>
6.	Accounts Payable and Accrued Liabilities		
		2024	2023
	Trade payables Payroll deductions payable	\$ 78,938 10,805	\$ 71,180 12,712
		\$ 89,743	\$ 83,892
7.	Allocations and Grants Payable		
		2024	2023
	Funded organizations - current year allocations Funded organizations - previous year allocations Designated organizations Home Heat Fund	\$ 1,155,450 - 56,775 	\$ 1,086,200 5,000 67,558 15,400
		<u>\$ 1,212,225</u>	<u>\$ 1,174,158</u>
8.	Deferred Income		
		2024	2023
	SJ Poverty Reduction Project Community Services Recovery Fund Home Heat Fund Restricted funds	\$ 73,263 12,610 8,633 	\$ 117,940 50,440 - 33,065
		<u>\$94,506</u>	<u>\$ 201,445</u>

In February 2021, United Way accepted the remaining funds from Living SJ after it closed its organization. Funds must be used to build and/or maintain collective impact best practices that break the cycle of poverty in Saint John. After three years, any unspent funds may be used for United Way's general poverty reduction work.

9. <u>Retirement Allowance</u>

Following the guidelines set forth in the Collective Bargaining Agreement, all permanent employees with at least fifteen years of service are entitles to a retirement allowance of one week's pay per year of service to a maximum of twenty six weeks' pay. During the year, the Organization recorded an expenditure of \$16,246 (2023 - \$1,833) pertaining to these future liabilities and paid no allowances (2023 - \$nil).

As at February 29, 2024 (With comparative figures for 2023)

10. Subsequent Events

During, the Organization was in discussions with other United Ways in the region regarding unification, in order to increase its capacity to positively impact communities across the Maritime provinces. Subsequent to year-end, the final vote on the unification agreement took place on May 30, 2024 approving the amalgamation effective July 1, 2024.

11. <u>Commitments</u>

The Board of Directors passed a motion to commit \$650,200 in grants over the next two years pending completion of certain conditions prior to the disbursement of funds.

2025	\$ 463,200
2026	187,000
	\$ <u>650,200</u>

Under the terms of the lease agreement for office premises, the Organization is committed to payments over the next two years as follows:

2025 2026	\$ 25,164 8,388
	\$ 33,552

12. <u>Reallocation of general management and administration</u> <u>expenditures</u>

The general management and administration expenditures are incurred to support the functional areas and are reallocated to the campaign and community impact activities based on a cost allocation model that is reviewed and updated annually. Using this method, general management and administration expenditures have been reallocated as follows:

	2024	2023
	%	%
Reallocation to campaign expenditures	60	60
Reallocation to community impact expenditures	40	40

In accordance with guidelines established by the United Way of Canada, expenditures directly related to local community service and special research programs, and fees payable to the national organization, have been segregated from campaign and administration expenditures.

As at February 29, 2024 (With comparative figures for 2023)

13. Financial Instruments

The Organization is exposed to various financial risks through transactions in financial instruments. The following provides helpful information in assessing the extent of the Organization's exposure to these risks.

(a) 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 liabilities and other obligations.

(b) 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 risk relates to pledges. The amounts recorded in the statement of financial position are presented net of an allowance for doubtful pledges, which management estimates based on past experience and its assessment of current economic conditions. The Organization believes that its credit risk from pledges is limited to the amount of the allowance.

(c) Currency risk

Currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. The Organization is not exposed to foreign currency exchange risk as there is an insignificant balance of cash held in U.S. dollars.

(d) Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Organization is exposed to interest rate risk on its fixed and floating interest rate term deposits. Fixed-rate financial instruments subject the Organization to a fair value risk, while the floating-rate financial instruments subject the Organization to a cash flow risk.

United Way Serving Saint John, Kings and Charlotte Inc. Schedule of Allocations to Funded Organizations For the year ended February 29, 2024 (With comparative figures for 2023)

	2024	2023
Current Campaign Funded Organizations:		
Ability New Brunswick	\$ 12,000	\$ 12.000
BGC Greater Saint John	75,000	75,000
Bee Me Kid	55,000	55,000
Big Brothers - Big Sisters of Saint John	60,000	70,000
Black's Harbour School	72,250	45,500
Charlotte County Dial-A-Ride	30,000	30,000
Chroma SJ	60,000	-
Family Plus Life Solutions	110,000	110.000
First Steps Housing Project Inc.	100,000	100,000
Hestia House	50,000	-
Kaleidoscope Social Impact Inc.	50,000	75,000
Milltown Elementary School	50,000	50,000
Neighbourhood Works	-	40,000
Outflow Ministry Inc.	41,200	51,200
Saint John Learning Exchange Ltd.	95,000	95,000
Second Stage Safe Haven Inc.	50,000	12,500
Sistema	50,000	50,000
Sofia Recovery Centre Inc.	70,000	80,000
Sussex Regional Library/Multicultural Association	-	30,000
Teen Resource Centre	60,000	60,000
Women's Empowerment Network	45,000	45,000
YMCA	20,000	_
	\$ <u>1,155,450</u>	\$ <u>1,086,200</u>

United Way Serving Saint John, Kings and Charlotte Inc. Schedule of General Management and Administration Expenditures For the year ended February 29, 2024 (With comparative figures for 2023)

	2024	2023
General management and administration		
Salaries and benefits	\$ 44,126	\$ 36,483
Occupancy costs	23,657	23,570
Professional fees	16,809	16,783
Publicity and promotion	14,193	15,625
Equipment repairs and leasing	12,761	17,693
Bank charges	6,784	6,625
Commercial and liability insurance	2,561	2,184
Training and conferences	2,251	5,690
Telephone	1,822	1,727
Miscellaneous	664	782
Office supplies and postage	314_	567_
	125,942	127,729
Reallocations		
Reallocation to campaign expenditures (Schedule 4)	(75,565)	(76,637)
Reallocation to community impact expenditures (Schedule 3)	(50,377)	
	(125,942)	(127,729)
	\$	\$ <u>-</u>

United Way Serving Saint John, Kings and Charlotte Inc. Schedule of Community Impact Expenditures For the year ended February 29, 2024 (With comparative figures for 2023)

	2024	2023
Program expenditures Community Service Recovery Fund Salaries and benefits Community development and special projects Community development Atlantic Collaboration 211 New Brunswick United Way of Canada dues Leadership development Occupancy costs Other Telephone Home Heat Fund Songs of the City	\$ 455,382 176,503 128,250 39,378 38,565 17,219 14,200 13,482 2,629 1,701 911 767 -	\$ - 145,932 74,835 - 14,170 16,609 14,472 7,913 2,619 2,174 864 35,000 11,973
	888,987	326,561
Allocations and contributions Funded organizations (Schedule 1) Designations by donors to organizations not part of United Way Contribution to the United Way Saint John, Kings County, and Charlotte Endowment fund	1,155,450 82,040 <u>14,113</u> 1,251,603	1,086,200 86,521 <u>25,808</u> 1,198,529
Reallocation Reallocation of general management and administration expenditures (Schedule 2)	<u> </u>	<u>51,092</u> <u>\$ 1,576,182</u>

United Way Serving Saint John, Kings and Charlotte Inc. Schedule of Campaign Expenditures For the year ended February 29, 2024 (With comparative figures for 2023)

	2024	2023
Campaign expenditures Salaries and benefits Special event expenditures Centralized campaign management and other donation fees Telephone Postage Training and conferences Campaign expenditures	\$ 220,626 20,240 17,192 1,822 1,257 965 <u>662</u>	\$ 182,417 16,366 14,374 1,727 2,270 2,439 440
Reallocation Reallocation of general management and administration	262,764	220,033
expenditures (Schedule 2)	<u>75,565</u> <u>\$338,329</u>	<u>76,637</u> <u>\$296,670</u>