

# **TORONTO PEOPLE WITH AIDS FOUNDATION**

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**2008 Financial Statements**

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**Contents**

|                                    | <b>Page</b> |
|------------------------------------|-------------|
| Auditors' Report                   | 1           |
| Balance Sheet                      | 2           |
| Statement of Operations            | 3           |
| Statement of Changes in Net Assets | 4           |
| Statement of Cash Flows            | 5           |
| Notes to Financial Statements      | 6 - 10      |

## Auditors' Report

### To the Members of Toronto People with AIDS Foundation

We have audited the balance sheet of Toronto People with AIDS Foundation as at March 31, 2008 and the statements of operations, changes in net assets and cash flows for the year then ended. These financial statements are the responsibility of the PWA's management. Our responsibility is to express an opinion on these financial statements based on our audit.

Except as noted in the following paragraph, we conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In common with many not-for-profit organizations, PWA derives revenue from fundraising and donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of PWA and we were unable to determine whether any adjustments for unrecorded revenue might be necessary to fundraising and donations revenue, excess (deficiency) of revenue over expenses and net assets.

In our opinion, except for the effect of any adjustments which might have been required had we been able to satisfy ourselves with respect to the completeness of fundraising and donation revenue referred to in the preceding paragraph, these financial statements present fairly, in all material respects, the financial position of PWA as at March 31, 2008, and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

PKF Hill LLP

Chartered Accountants, Licensed Public Accountants  
June 20, 2008

# TORONTO PEOPLE WITH AIDS FOUNDATION

## Balance Sheet

As at March 31

|                                                      | 2008              | 2007              |
|------------------------------------------------------|-------------------|-------------------|
| <b>ASSETS</b>                                        |                   |                   |
| Current assets                                       |                   |                   |
| Cash                                                 | \$ 180,037        | \$ 144,151        |
| Investments                                          | 456,211           | 440,425           |
| Accounts receivable                                  | 96,872            | 37,216            |
| Prepaid expenses                                     | 29,624            | 21,052            |
|                                                      | <u>762,744</u>    | <u>642,844</u>    |
| Property and equipment (note 4)                      | 39,493            | 68,283            |
|                                                      | <u>\$ 802,237</u> | <u>\$ 711,127</u> |
| <b>LIABILITIES AND NET ASSETS</b>                    |                   |                   |
| Current liability                                    |                   |                   |
| Accounts payable and accrued liabilities             | \$ 140,125        | \$ 78,619         |
| Deferred contributions (note 5)                      | 203,452           | 154,131           |
|                                                      | <u>343,577</u>    | <u>232,750</u>    |
| Net assets                                           |                   |                   |
| Invested in property and equipment                   | 39,493            | 68,283            |
| Internally restricted for organizational development | 381,500           | 381,500           |
| Unrestricted                                         | 37,667            | 28,594            |
|                                                      | <u>458,660</u>    | <u>478,377</u>    |
|                                                      | <u>\$ 802,237</u> | <u>\$ 711,127</u> |

See accompanying notes

On behalf of the Board

Director

Director

# TORONTO PEOPLE WITH AIDS FOUNDATION

## Statement of Operations

Year ended March 31

|                                                 | 2008             | 2007             |
|-------------------------------------------------|------------------|------------------|
| Revenue                                         |                  |                  |
| Grants (note 6)                                 | \$ 967,183       | \$ 815,242       |
| Fundraising and donations - bike rally (note 7) | 829,282          | 717,493          |
| Fundraising and donations - general             | 394,268          | 315,203          |
| Financial assistance contributions (note 8)     | 72,490           | 139,161          |
| Interest                                        | 24,835           | 20,958           |
| Administrative fees, honoraria and other        | 11,106           | 12,779           |
|                                                 | <u>2,299,164</u> | <u>2,020,836</u> |
| Expenses                                        |                  |                  |
| Client services                                 |                  |                  |
| Food for Life meal delivery program             | 247,163          | 238,958          |
| Benefits and assistance income support          | 204,939          | 174,437          |
| Long-term care health promotion                 | 126,783          | 121,262          |
| Volunteer services                              | 90,833           | 84,947           |
| Education - Speakers bureau                     | 66,722           | 68,810           |
| Treatment access                                | 58,007           | 52,474           |
| Food programs                                   | 53,084           | 51,509           |
| Treatment resources                             | 43,010           | 37,657           |
| General                                         | 118,620          | 94,285           |
|                                                 | <u>1,009,161</u> | <u>924,339</u>   |
| Financial assistance                            |                  |                  |
| Supplementary therapies                         | 110,514          | 85,120           |
| Medical assistance                              | 79,082           | 59,097           |
| Medical disability                              | 63,457           | 98,988           |
| Trillium co-payment                             | 40,689           | 48,940           |
| Family holiday gift certificates                | 8,240            | 7,115            |
| Positive Children fund                          | 6,400            | 6,400            |
| Positive Seniors fund                           | 2,600            | -                |
| Program materials and supplies                  | -                | 118              |
|                                                 | <u>310,982</u>   | <u>305,778</u>   |
| General                                         |                  |                  |
| Fundraising - bike rally                        | 378,503          | 337,191          |
| Administration                                  | 183,262          | 216,457          |
| Fundraising and development                     | 163,562          | 134,766          |
| Communications                                  | 102,392          | 86,346           |
| Committee for Accessible AIDS Treatments        | 101,500          | -                |
| Strategic planning and program evaluation       | 50,000           | -                |
| POZ prevention resource material                | 15,000           | -                |
| OHTN workshop and symposium fund                | 4,519            | -                |
|                                                 | <u>998,738</u>   | <u>774,760</u>   |
|                                                 | <u>2,318,881</u> | <u>2,004,877</u> |
| Excess (deficiency) of revenue over expenses    | \$ (19,717)      | \$ 15,959        |

See accompanying notes

# TORONTO PEOPLE WITH AIDS FOUNDATION

## Statement of Changes in Net Assets

Year ended March 31

|                                        | Invested in<br>property and<br>equipment | Internally<br>restricted for<br>organizational<br>development | Unrestricted | Total<br>2008 | Total<br>2007 |
|----------------------------------------|------------------------------------------|---------------------------------------------------------------|--------------|---------------|---------------|
| Net assets, beginning of<br>year       | \$ 68,283                                | \$ 381,500                                                    | \$ 28,594    | \$ 478,377    | \$ 284,918    |
| Deficiency of revenue over<br>expenses | (38,099)                                 | -                                                             | 18,382       | (19,717)      | 15,959        |
| Invested in property and<br>equipment  | 9,309                                    | -                                                             | (9,309)      | -             | -             |
| Internally restricted<br>bequest       | -                                        | -                                                             | -            | -             | 177,500       |
| Net assets, end of year                | \$ 39,493                                | \$ 381,500                                                    | \$ 37,667    | \$ 458,660    | \$ 478,377    |

See accompanying notes

# TORONTO PEOPLE WITH AIDS FOUNDATION

## Statement of Cash Flows

Year ended March 31

|                                                               | 2008        | 2007       |
|---------------------------------------------------------------|-------------|------------|
| Operating activities                                          |             |            |
| Excess (deficiency) of revenue over expenses                  | \$ (19,717) | \$ 15,959  |
| Item not involving cash                                       |             |            |
| Amortization                                                  | 38,099      | 41,811     |
| Internally restricted bequest                                 | -           | 177,500    |
|                                                               | 18,382      | 235,270    |
| Net change in non-cash working capital items                  |             |            |
| Accounts receivable                                           | (59,656)    | (31,008)   |
| Prepaid expenses                                              | (8,572)     | 14,998     |
| Accounts payable and accrued liabilities                      | 61,506      | (31,929)   |
|                                                               | (6,722)     | (47,939)   |
| Cash flows from operating activities                          | 11,660      | 187,331    |
| Financing activity                                            |             |            |
| Deferred contributions and cash flows from financing activity | 49,321      | (43,807)   |
| Investing activities                                          |             |            |
| Investments                                                   | (15,786)    | (63,108)   |
| Purchase of property and equipment                            | (9,309)     | (8,061)    |
|                                                               | (25,095)    | (71,169)   |
| Net change in cash during the year                            | 35,886      | 72,355     |
| Cash, beginning of year                                       | 144,151     | 71,796     |
| Cash, end of year                                             | \$ 180,037  | \$ 144,151 |

See accompanying notes

# TORONTO PEOPLE WITH AIDS FOUNDATION

## Notes to Financial Statements

Year ended March 31, 2008

### 1. Organizational background, mission statement and income tax status

Toronto People with AIDS Foundation ("PWA") is a not-for-profit organization incorporated under the Corporations Act, Ontario, by letters patent dated May 11, 1987 and subsequently amended by supplementary letters patent dated June 7, 1988.

#### Mission statement, philosophy and objectives

##### *Mission statement*

PWA exists to promote the health and well-being of all people living with HIV/AIDS (PHAs) by providing accessible, direct, and practical support services.

##### *Statement of philosophy*

People living with HIV/AIDS play a crucial role in the governance and operation of PWA, but most important, are its heart and soul. Although PWA seeks supportive partnerships in support of fulfilling its mission, its response to HIV/AIDS is, more than anything else, inspired by the voices and experience of people living with HIV/AIDS.

Within the context of this refined mission and statement of philosophy, PWA has mapped out the strategic directions which will guide the organization in the future:

1. Creating the experience of an affirming connection place
  - (a) reconfigure the physical space of PWA;
  - (b) ensure that clients have access to services in multiple languages;
  - (c) reinforce the internal culture of care and concern; and
  - (d) reshape our existing health promotion and resource support programs.
2. Reshaping the point of access to the PHA network
  - (a) work with community partners and existing processes to create a shared, collaborative view of the system;
  - (b) recognize that clients need to experience the most seamless navigation possible;
  - (c) take a leadership role in further investigating the possibility of a "single intake" concept;
  - (d) build on our communications and branding program; and
  - (e) create a liaison program for more porous, fluid relationships between PWA and other agencies and programs.
3. Strengthening and streamlining core practical direct support services
  - (a) continue to build on staff skills to help deal with immediate crises for clients; and
  - (b) conduct an analysis of our programs to ensure that they are best serving our clients' needs.

#### Income tax status

PWA is registered as a charitable organization under the Income Tax Act (Canada) (the "Act") and, as such, is exempt from income taxes. Accordingly, no provision has been made in the accounts of PWA for income taxes. To maintain its charitable organization status, PWA must comply with certain requirements of the Act, including the requirement to disburse 80% of its receipted donations of the prior year.

# TORONTO PEOPLE WITH AIDS FOUNDATION

## Notes to Financial Statements

Year ended March 31, 2008

### 2. Change in accounting policy

On April 1, 2007, PWA adopted the provisions of CICA Section 3655, Financial Instruments - Recognition and Measurement. This standard prescribes the classification, recognition and measurement of financial instruments. As a result of adoption of these standards, PWA elected to classify its investments as held for trading financial assets. There is no change in the accounting valuation for PWA's financial instruments, as the previous policy was substantially in accordance with these standards.

### 3. Summary of significant accounting policies

The financial statements have been prepared by management in accordance with Canadian generally accepted accounting principles, the more significant of which are outlined below.

#### Use of estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles 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 balance sheet date and the reported amounts of revenues and expenses during the year. Actual results could differ from those estimates.

#### Internally restricted net assets - organizational development

In order to provide a degree of stability to its clients in the event of financial downturns in the future, a portion of net assets have been internally restricted by the Board of Directors for organizational development. In fiscal 2007, internally restricted net assets increased by \$177,500 due to a bequest which has been internally restricted by the Board for future initiatives.

#### Property and equipment

Property and equipment are recorded at cost and are being amortized over their estimated useful lives on a straight-line basis. The annual amortization rates are as follows:

|                        |                            |
|------------------------|----------------------------|
| Computer equipment     | 3 years                    |
| Furniture and fixtures | 5 years                    |
| Leasehold improvements | Over the term of the lease |

Donated property and equipment are recorded at fair value at the date of contribution.

#### Revenue recognition

PWA follows the deferral method of accounting for revenue. 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.

#### Donated goods and services

The fair market value of donated goods and services is not reported in the financial statements as revenue, however it is reported as a note to the financial statements (note 9).

# TORONTO PEOPLE WITH AIDS FOUNDATION

## Notes to Financial Statements

Year ended March 31, 2008

### 3. Summary of significant accounting policies — continued

#### Financial instruments

PWA's financial instruments consist of cash, investments, accounts receivable and accounts payable and accrued liabilities.

The carrying value of PWA's cash, accounts receivable, and accounts payable and accrued liabilities approximate fair value due to their short-term maturities.

Investments are designated as held for trading financial assets and are recorded and carried at fair market value. Unrealized gains and losses arising from the change in fair value of investments are recorded in excess (deficiency) of revenue over expenses for the year.

#### Future accounting standards change

The CICA has issued the following Accounting Handbook Section which PWA will be required to adopt effective March 31, 2009. The adoption of the new standard is not expected to have a material impact on the financial statements.

Section 3862, Financial Instruments - Disclosures - This section places an increased emphasis on risk disclosures. This section also requires enhanced disclosures for financial instruments.

### 4. Property and equipment

|                        |                   | 2008                        |                  | 2007             |
|------------------------|-------------------|-----------------------------|------------------|------------------|
|                        | Cost              | Accumulated<br>amortization | Net              | Net              |
| Computer equipment     | \$ 58,260         | \$ 40,031                   | \$ 18,229        | \$ 42,612        |
| Furniture and fixtures | 45,307            | 27,065                      | 18,242           | 17,469           |
| Leasehold improvements | 54,479            | 51,457                      | 3,022            | 8,202            |
|                        | <u>\$ 158,046</u> | <u>\$ 118,553</u>           | <u>\$ 39,493</u> | <u>\$ 68,283</u> |

### 5. Deferred contributions

Deferred contributions represents funding received in the current fiscal year that will be spent in a subsequent year. Deferred contributions at year end are as follows:

|                                                                 | 2008              | 2007              |
|-----------------------------------------------------------------|-------------------|-------------------|
| Bike rally (contributions for next year)                        | \$ 154,715        | \$ 88,964         |
| Ontario Ministry of Health - AIDS Bureau - 05/06 Capital        | 21,253            | 46,775            |
| Ontario Ministry of Health and Long-Term Care - 03/04 Capital   | -                 | 767               |
| Public Health Agency of Canada - Ontario Region - 04/05 Capital | 5,200             | 7,625             |
| City of Toronto - Department of Public Health - Speakers bureau | 14,284            | -                 |
| Treatment Resources                                             | 8,000             | 10,000            |
|                                                                 | <u>\$ 203,452</u> | <u>\$ 154,131</u> |

# TORONTO PEOPLE WITH AIDS FOUNDATION

## Notes to Financial Statements

Year ended March 31, 2008

### 6. Grants

|                                                                                                              | 2008              | 2007              |
|--------------------------------------------------------------------------------------------------------------|-------------------|-------------------|
| Ontario Ministry of Health - AIDS Bureau                                                                     | \$ 458,191        | \$ 452,311        |
| Ontario Ministry of Health - AIDS Bureau - Committee for Accessible AIDS Treatment                           | 101,500           | -                 |
| Ontario Ministry of Health - AIDS Bureau (one time grants less amounts deferred to later fiscal years)       | 63,000            | 20,000            |
| Ontario Ministry of Health and Long-Term Care (base subsidy)                                                 | 79,300            | 78,116            |
| Ontario Ministry of Health and Long-Term Care (one time grant)                                               | 767               | 10,277            |
| Public Health Agency of Canada - Ontario Region                                                              | 162,000           | 167,211           |
| Public Health Agency of Canada - Ontario Region (one time grant less amounts deferred to later fiscal years) | 2,426             | 1,156             |
| City of Toronto - Department of Public Health - Speakers bureau                                              | 57,737            | 59,041            |
| City of Toronto - Department of Public Health - food programs                                                | 27,130            | 27,130            |
| Government of Canada HRSDC Canada Summer Jobs                                                                | 3,132             | -                 |
| OHTN Workshop and Symposium Fund                                                                             | 12,000            | -                 |
|                                                                                                              | <u>\$ 967,183</u> | <u>\$ 815,242</u> |

### 7. Bike rally - net revenue

The net revenue of the bike rally fundraising event is as follows:

|             | 2008              | 2007              |
|-------------|-------------------|-------------------|
| Revenue     | \$ 829,282        | \$ 717,493        |
| Expenses    | <u>(378,503)</u>  | <u>(337,191)</u>  |
| Net revenue | <u>\$ 450,779</u> | <u>\$ 380,302</u> |

### 8. Financial assistance contributions

PWA provides financial assistance to people living with HIV/AIDS. Monies received from the Community Partners fund and Positive Support fund (formerly known as Positive Action fund) are restricted for financial assistance to clients. In addition, a portion of fundraising efforts are allocated to financial assistance in the annual budgeting process.

PWA recognized revenue for financial assistance from the following sources during the year:

|                                                     | 2008             | 2007              |
|-----------------------------------------------------|------------------|-------------------|
| Positive Support fund - Ontario AIDS Network        | \$ 46,348        | \$ 99,688         |
| Community Partners Fund - AIDS Committee of Toronto | 15,000           | 25,000            |
| Community fundraising, special events and donations | <u>11,142</u>    | <u>14,473</u>     |
|                                                     | <u>\$ 72,490</u> | <u>\$ 139,161</u> |

## TORONTO PEOPLE WITH AIDS FOUNDATION

### Notes to Financial Statements

Year ended March 31, 2008

#### 9. Donated goods and services

The fair value of goods and services donated to PWA in 2008 was \$22,072 (2007 - \$89,236) and is not recorded as revenue for the year.

A large number of hours are contributed by volunteers who assist in the food bank, act as crew on the bike rally, provide massage therapy and hair cutting services, perform reception duties and assist in PWA office. PWA also receives weekly donations of foodstuffs from a number of businesses and organizations which are distributed to clients through the food bank and PWA's annual dinner. The volunteer contribution and donated foodstuffs are not reflected as donated goods and services revenue due to the difficulty in establishing the fair market value of these goods and services.

A quantity of theatre and event tickets are received free of charge and distributed to clients through the Theatre Access program. These contributions are not reflected as donated goods and services revenue as PWA would not have otherwise purchased the tickets.

#### 10. Lease commitment

PWA leases office space under an operating lease which expires on October 31, 2008. The minimum lease payments amount to \$39,070 per annum.

#### 11. Financial instruments

Unless otherwise noted, it is management's opinion that the PWA is not exposed to significant interest rate, currency or credit risks arising from financial instruments. Due to the short-term maturity of the financial assets and liabilities, book values approximate fair values.