



Financial Statements

Toronto People with AIDS Foundation

March 31, 2017

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Grant Thornton

Independent Auditor's Report

To the Members of
Toronto People with AIDS Foundation

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We have audited the accompanying financial statements of Toronto People with AIDS Foundation, which comprise the statement of financial position as at March 31, 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 judgment, 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 qualified audit opinion.

Basis for qualified opinion

In common with many not-for-profit organizations, the Foundation derives revenue from donations from the public, 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 the Foundation. Therefore, we were not able to determine whether any adjustments might otherwise be necessary to revenue, excess of revenue over expenses and cash flows for the years ended March 31, 2017 and 2016, assets as at March 31, 2017 and 2016, and net assets as at April 1, 2015, March 31, 2016 and 2017. Our audit opinion on the financial statements for the year ended March 31, 2016 was modified accordingly because of the possible effects of this limitation in scope.

Qualified opinion

In our opinion, except for the effects of the matter described in the basis for qualified opinion paragraph, these financial statements present fairly, in all material respects, the financial position of Toronto People with AIDS Foundation as at March 31, 2017, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Toronto, Canada
June 27, 2017



Chartered Professional Accountants
Licensed Public Accountants

Toronto People with AIDS Foundation

Statement of Financial Position

March 31

2017

2016

Assets

Current

Cash	\$ 485,486	\$ 176,850
Short-term investments	196,641	132,362
Accounts receivable	54,975	41,417
Prepaid expenses	<u>47,695</u>	<u>22,292</u>

784,797 372,921

Investments

Investments	577,610	487,500
Property and equipment (Note 3)	<u>130,619</u>	<u>180,213</u>

\$ 1,493,026 \$ 1,040,634

Liabilities and net assets

Current

Accounts payable and accrued liabilities (Note 4)	\$ 26,782	\$ 43,768
Deferred contributions (Note 5)	<u>171,237</u>	<u>140,926</u>

198,019 184,694


Net assets

Invested in property and equipment	130,619	180,213
Internally restricted for organizational development	844,819	518,827
Unrestricted	<u>319,569</u>	<u>156,900</u>

1,295,007 855,940

\$ 1,493,026 \$ 1,040,634

On Behalf of the Board of Directors

 Director

 Director

See accompanying notes to the financial statements.

Toronto People with AIDS Foundation

Statement of Operations

Year ended March 31	2017	2016
Revenue		
Grants (Note 6)	\$ 1,228,302	\$ 1,225,915
Fundraising and donations – bike rally (Note 7)	1,024,650	1,161,748
Fundraising and donations – general	382,171	352,922
Bequests	613,401	208,643
Administrative fees, honoraria and other	38,133	38,633
Investment income	20,541	18,110
Total revenue	3,307,198	3,005,971
Expenses		
Program expenses		
Client services		
Community access	427,529	460,784
Dreaming and engagement	434,523	401,452
Health and therapeutic care	298,068	303,141
Practical support	306,008	309,577
	1,466,128	1,474,954
Financial assistance		
Health and wellness fund	123,390	122,556
Medical disability	25,600	19,748
Positive Seniors fund	18,600	16,000
Family holiday gift certificates	6,778	9,016
Positive Children fund	4,000	4,200
	178,368	171,520
Total program expenses	1,644,496	1,646,474
Community Partners (Note 6)		
Toronto HIV/AIDS Network	106,117	106,117
THN Opening Doors	41,500	41,500
Latinos Positivos	25,605	36,620
Peer Leaders (PSTD)	-	15,738
	173,222	199,975
Total program expenses consolidated (PWA and community partners)	1,817,718	1,846,449
General		
Fundraising – bike rally (Note 7)	425,345	479,505
Administration	324,834	372,742
Fundraising and philanthropy	160,721	131,595
Amortization	77,519	85,120
Communications	61,994	73,510
	1,050,413	1,142,472
Total expenses	2,868,131	2,988,921
Excess of revenue over expenses	\$ 439,067	\$ 17,050

See accompanying notes to the financial statements.

Toronto People with AIDS Foundation Statement of Changes in Net Assets

Year ended March 31

	Invested in property and equipment	Internally restricted for organizational development	Unrestricted	2017 Total	2016 Total
Net assets, beginning of year	\$ 180,213	\$ 518,827	\$ 156,900	\$ 855,940	\$ 838,890
Excess (deficiency) of revenue over expenses	(77,519)	-	516,586	439,067	17,050
Transfer for organizational development	-	325,992	(325,992)	-	-
Purchase of property and equipment	27,925	-	(27,925)	-	-
Net assets, end of year	<u>\$ 130,619</u>	<u>\$ 844,819</u>	<u>\$ 319,569</u>	<u>\$ 1,295,007</u>	<u>\$ 855,940</u>

See accompanying notes to the financial statements.

Toronto People with AIDS Foundation

Statement of Cash Flows

Year ended March 31

2017

2016

Increase (decrease) in cash

Operating		
Excess of revenue over expenses	\$ 439,067	\$ 17,050
Items not involving cash		
Amortization	77,519	85,120
Unrealized gain on investments	(1,610)	-
	<u>514,976</u>	<u>102,170</u>
Net change in non-cash working capital items		
Accounts receivable	(13,558)	9,635
Prepaid expenses	(25,403)	8,470
Accounts payable and accrued liabilities	(16,986)	(31,598)
Deferred contributions	30,311	(35,629)
	<u>(25,636)</u>	<u>(49,122)</u>
	<u>489,340</u>	<u>53,048</u>
Investing		
Proceeds on redemption of short-term investments	78,800	1,001
Purchase of short-term investments	(231,579)	(17,379)
Purchase of property and equipment	(27,925)	(3,188)
	<u>(180,704)</u>	<u>(19,566)</u>
Net change in cash during the year	308,636	33,482
Cash, beginning of year	<u>176,850</u>	<u>143,368</u>
Cash, end of year	<u>\$ 485,486</u>	<u>\$ 176,850</u>

See accompanying notes to the financial statements.

Toronto People with AIDS Foundation

Notes to the Financial Statements

March 31, 2017

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

PWA engages people living with HIV/AIDS by enhancing their health and well-being through practical and therapeutic support services and broader social change, and by inspiring clients to live into their dreams and discoveries.

Statement of philosophy

PWA has an essential philosophy: affirming, community-creating, supportive, concretely helpful, creating space and resources for living as fully as possible. The Strategic Plan developed in fiscal 2011 captured the essence of PWA over its first 24 years as a foundation for moving into the future, and highlighting five directions/themes:

1. Capacity Builder

Enhance awareness, resilience, strength, knowledge and skills among people living with HIV/AIDS (PHAs) and the broader community.

2. Welcoming and Healing Space

A space where people experience affirmation, joy and inspiration and have creative and meaningful expressions of our experiences, lives and knowledge.

3. Creative Connector

A vibrant hub that connects people, creates communities and facilitates access to diverse services.

4. Health and Well-being Champion

Champion the self-determination and control over individual health and wellness and the inclusion of PHAs in educating healthcare providers.

5. Practical and Therapeutic Program Delivery

Incorporate the Engagement Cycle and increase the intentionality of therapeutic impacts within the provision of foundational practical support services.

Income tax status

PWA is registered as a charitable organization under the Income Tax Act (Canada) and, as such, is exempt from income taxes. Accordingly, no provision has been made in the accounts of PWA for income taxes.

Toronto People with AIDS Foundation

Notes to the Financial Statements

March 31, 2017

2. Summary of significant accounting policies

The financial statements have been prepared by management in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO), the more significant of which are outlined below.

Use of estimates

The preparation of financial statements in conformity with ASNPO 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 statement of financial position date and the reported amounts of revenues and expenses during the fiscal year. Items subject to significant management estimate include amortization of property and equipment, the estimate of allowance for doubtful accounts and certain accruals. Actual results could differ from those estimates.

Property and equipment

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

Vehicles	5 years
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 when such value can be reasonably determined.

Revenue recognition

PWA follows the deferral method of accounting for revenue. Restricted contributions and grants are recognized as revenue in the fiscal year in which the related expenses are incurred. Unrestricted contributions and grants are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Investment and other income is recognized as earned.

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 8).

Allocation of expenses

PWA allocates a portion of administrative and overhead shared expenses to various programs. Allocation of expenses is on the following basis:

- (1) Occupancy costs (rent/utilities) - based on square footage used for each program
- (2) Amortization expense - based on number of program staff and required usage of computers, furniture and fixtures and a portion of leasehold improvements
- (3) General administrative expenses - based on number of program staff and program anticipated needs.

The details of the allocation are in Note 9. The basis of expense allocation is consistent with the prior fiscal year.

Toronto People with AIDS Foundation

Notes to the Financial Statements

March 31, 2017

2. Summary of significant accounting policies (continued)

Financial instruments

PWA's financial instruments consist of cash, short-term investments, accounts receivable, investments, and accounts payable.

Financial assets or liabilities are initially measured at their fair value. PWA subsequently measures all of its financial assets and financial liabilities at amortized cost except for short-term investments and investments.

Short-term investments consist of money market funds and investments consist of guaranteed investment certificates bearing interest at rates between 1.72% and 2.91% (2016 - 2.55% and 2.91%), maturing from January 2017 to December 2019. Short-term investments and investments are stated at fair market value. Both realized and unrealized gains and losses are included with investment income in the statement of operations.

3. Property and equipment

			<u>2017</u>	<u>2016</u>
	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>	<u>Net Book Value</u>
Vehicles	\$ 19,793	\$ 19,793	\$ -	\$ -
Computer equipment	48,285	26,899	21,386	8,981
Furniture and fixtures	75,600	57,667	17,933	25,151
Leasehold improvements	548,834	457,534	91,300	146,081
	<u>\$ 692,512</u>	<u>\$ 561,893</u>	<u>\$ 130,619</u>	<u>\$ 180,213</u>

4. Government remittances

Included in accounts payable and accrued liabilities are government remittances owing of \$317 (2016 - \$2,941) in relation to source deductions owing at year end.

Toronto People with AIDS Foundation

Notes to the Financial Statements

March 31, 2017

5. Deferred contributions

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

	<u>2017</u>	<u>2016</u>
Bike rally (contributions for next fiscal year)	\$ 171,237	\$ 125,804
Ontario HIV Treatment Network	<u>-</u>	<u>15,122</u>
	<u>\$ 171,237</u>	<u>\$ 140,926</u>

6. Grants

	<u>2017</u>	<u>2016</u>
Ontario Ministry of Health - AIDS Bureau	\$ 862,696	\$ 862,696
Ontario Ministry of Health - AIDS Bureau (one time grants less amounts deferred to later fiscal years)	-	586
Ontario Ministry of Health and Long-Term Care (base subsidy)	85,834	85,834
Public Health Agency of Canada - Ontario Region (supplementary schedules)	245,544	245,544
HRSDC Canada Summer Jobs	2,288	
City of Toronto - Community Service Partnership	<u>31,940</u>	<u>31,255</u>
	<u>\$ 1,228,302</u>	<u>\$ 1,225,915</u>

PWA is the sponsoring agency for various Community Partners from which PWA reported total revenue of \$174,702 (2016 - \$182,297). Of this amount, grant revenue totals \$172,617 (2016 - \$172,617) and is reported above. PWA's Executive Director or PWA's Director, Programs and Services participate in governance roles for these Community Partners programs.

Toronto People with AIDS Foundation

Notes to the Financial Statements

March 31, 2017

7. Bike rally - net revenue

	<u>2017</u>	<u>2016</u>
The net revenue of the bike rally fundraising event is as follows:		
Revenue	\$ 1,024,650	\$ 1,161,748
Expenses	<u>(425,345)</u>	<u>(479,505)</u>
	<u>\$ 599,305</u>	<u>\$ 682,243</u>

8. Donated goods and services

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

In fiscal 2017, donated goods and services for which a fair value could be established amounted to \$Nil (2016 - \$Nil).

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.

9. Allocation of expenses

	Occupancy Costs (rent/utilities)	Amortization expense	General administrative expenses	<u>2017</u>	<u>2016</u>
Community access	\$ 55,329	\$ 23,310	\$ 18,913	\$ 97,552	\$ 97,962
Dreaming and engagement	70,595	9,609	26,666	106,870	93,441
Health and therapeutic care	31,144	11,614	13,659	56,417	57,869
Practical support	<u>65,566</u>	<u>19,467</u>	<u>15,762</u>	<u>100,795</u>	<u>103,228</u>
	<u>\$ 222,634</u>	<u>\$ 64,000</u>	<u>\$ 75,000</u>	<u>\$ 361,634</u>	<u>\$ 352,500</u>

Toronto People with AIDS Foundation

Notes to the Financial Statements

March 31, 2017

10. Lease commitment

PWA leases office space under an operating lease which expires on November 30, 2018. The minimum annual lease payments required over the next two fiscal years are as follows:

2018	245,700
2019	163,800

11. Planned giving and bequests (major gifts)

PWA Board of Directors (the "Board") are informed of all planned giving Major Gifts outstanding which will provide funding to future fiscal periods. Once the funds are received, the Board has an opportunity to approve and restrict funds for Priority Resource Support, Capacity Building, Organizational Development and expanded Programming needs. At March 31, 2017, there is one major gift outstanding (Bequest from Estate Royalties) with no formal confirmation of the amount to be received and timing of payment.

12. Group Registered Retirement Savings Plan (RRSP)

After completion of 12 months of employment, all full-time permanent employees working a minimum of 20 hours per week for PWA, are eligible to participate in the Group Registered Retirement Savings Plan (RRSP) administered by the Investors Group. The Employer's contribution is 2% of employee's gross earnings, and the Employee's contribution is a matching amount, or greater. 18 employees (2016 - 19) are registered in the Group RRSP as at March 31, 2017. Total Employer RRSP contributions for the fiscal year 2016 was \$19,492 (2016 - \$18,578) included in general expenses.

13. Financial instruments

Transactions in financial instruments may result in an entity assuming or transferring to another party one or more of the financial risks described below. The required disclosures provide information that assists users of financial statements in assessing the extent of risk related to financial instruments.

Credit risk

Credit risk is the risk that PWA's debtors will not meet their obligations as they come due. Management does not consider credit risks on its accounts receivable to be significant given the nature of PWA's sources of revenue. The allowance for doubtful accounts in relation to accounts receivable is \$Nil (2016 - \$Nil).

Toronto People with AIDS Foundation

Notes to the Financial Statements

March 31, 2017

13. Financial instruments (continued)

Interest rate risk

PWA is exposed to interest rate risk on its investments when the value of these financial instruments fluctuates due to changes in market interest rates.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. PWA is exposed to liquidity risk with respect to its accounts payable. PWA reduces its exposure to liquidity risk by ensuring that it documents when authorized payments are due and maintaining adequate cash reserves to repay advances.

Other risks

It is management's opinion that PWA is not exposed to significant currency, interest rate cash flow, or market risks arising from its financial instruments.

Toronto People with AIDS Foundation Supplementary Schedules

Year ended March 31, 2017

Schedule of Revenue and Expenses

HIV/AIDS Community Development Program funded by Public Health Agency of Canada - Ontario region.

6963-06-2011-6420477 Holistic Engagement

	<u>Budget 2016/2017</u>	<u>Actual 2016/2017</u>
Revenue		
Public Health Agency of Canada	\$ 78,586	\$ 78,586
Expenses		
Personnel	56,710	59,010
Rent/Utilities	17,796	17,796
Materials	3,480	957
Other	600	600
	<u>78,586</u>	<u>78,363</u>
Excess of revenue over expenses for the year	<u>\$ -</u>	<u>\$ 223</u>

Schedule of Revenue and Expenses

HIV/AIDS Community Development Program funded by Public Health Agency of Canada - Ontario region

6963-06-2012-4480636 Dreaming & Opportunities Project

	<u>Budget 2016/2017</u>	<u>Actual 2016/2017</u>
Revenue		
Public Health Agency of Canada	\$ 86,290	\$ 86,290
Expenses		
Personnel	59,960	59,960
Rent/Utilities	19,426	19,426
Materials	6,304	6,837
Other	600	600
	<u>86,290</u>	<u>86,823</u>
Deficiency of revenue over expenses for the year	<u>\$ -</u>	<u>\$ (533)</u>

Toronto People with AIDS Foundation Supplementary Schedules (continued)

Year ended March 31, 2017

Schedule of Revenue and Expenses

HIV/AIDS Community Development Program funded by Public Health Agency of Canada - Ontario region

6963-06-2012-480537 Community Food Access Project

	Budget <u>2016/2017</u>	Actual <u>2016/2017</u>
Revenue:		
Public Health Agency of Canada	\$ 80,668	\$ 80,668
Expenses:		
Personnel	56,710	56,990
Rent/Utilities	17,796	17,796
Materials	766	176
Travel	3,596	3,596
Equipment	1,200	1,200
Other	600	600
	<u>80,668</u>	<u>80,358</u>
Excess of revenue over expenses for the year	<u>\$ -</u>	<u>\$ 310</u>

Ministry of Health and Long-term care

AIDS Bureau program funding reconciliation

	Community Based Education and Support (CBAESP)	Toronto HIV/AIDS Network (THN)	2017 Total
Revenue			
Grant	\$ 715,079	\$ 147,617	\$ 862,696
Expenses			
Salaries and wages	440,419	83,829	524,248
Benefits	55,734	2,898	58,632
	<u>496,153</u>	<u>86,727</u>	<u>582,880</u>
Rent and utilities	72,706	4,500	77,206
Supplies and program expenses	28,520	12,625	41,145
Protected allocations	5,000	-	5,000
	<u>106,226</u>	<u>17,125</u>	<u>123,351</u>
Other - Latinos Positivos	25,000	-	25,000
Other - Circle of Care	87,700	-	87,700
Other - Opening Doors	-	41,500	41,500
Other - Equipment Purchase	-	2,265	2,265
	<u>112,700</u>	<u>43,765</u>	<u>156,465</u>
Unspent portion repayable to Ministry of Health	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>