

**CANADIAN MENTAL HEALTH ASSOCIATION - CARIBOO CHILCOTIN BRANCH**  
**Financial Statements**  
**Year Ended March 31, 2018**

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## MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

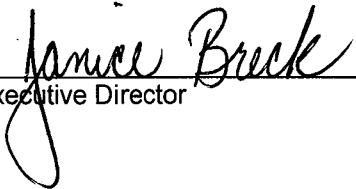
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The financial statements of Canadian Mental Health Association - Cariboo Chilcotin Branch have been prepared in accordance with Canadian generally accepted accounting principles. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances. These statements include certain amounts based on management's estimates and judgments. Management has determined such amounts based on a reasonable basis in order to ensure that the financial statements are presented fairly in all material respects.

The integrity and reliability of Canadian Mental Health Association - Cariboo Chilcotin Branch's reporting systems are achieved through the use of formal policies and procedures, the careful selection of employees and an appropriate division of responsibilities. These systems are designed to provide reasonable assurance that the financial information is reliable and accurate.

The Board of Directors is responsible for ensuring that management fulfills its responsibility for financial reporting and is ultimately responsible for reviewing and approving the financial statements. The Board meets periodically with management and the Associations' auditors to review significant accounting, reporting and internal control matters. The Board reviews the financial statements and discusses with the auditors, prior to its approval of the financial statements. The Board also considers and approves the engagement or re-appointment of the external auditors.

The financial statements have been audited on behalf of the Board of Directors by PMT Chartered Professional Accountants LLP, in accordance with Canadian generally accepted auditing standards.

  
Executive Director

  
Chair person - Board of Directors



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## INDEPENDENT AUDITOR'S REPORT

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### To the Members of Canadian Mental Health Association - Cariboo Chilcotin Branch

We have audited the accompanying financial statements of Canadian Mental Health Association - Cariboo Chilcotin Branch, which comprise the statement of financial position as at March 31, 2018 and the statements of changes in net assets, revenues and expenditures and cash flow for the year then ended, and notes, comprising 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.

*(continues)*

Independent Auditor's Report to the Members of Canadian Mental Health Association - Cariboo Chilcotin Branch (continued)

**Basis for Qualified Opinion**

In common with many charitable organizations, the Association derives revenue from cash and in-kind donations and fundraising activities the completeness of which is not susceptible of satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Association and we were not able to determine whether any adjustments might be necessary to contributions, excess of revenues over expenses, current assets and net assets.

**Qualified Opinion**

In our opinion, except for the effect of adjustments, if any, which we might have determined to be necessary had we been able to satisfy ourselves concerning the completeness of the contributions referred to in the preceding paragraph, the financial statements present fairly, in all material respects, the financial position of Canadian Mental Health Association - Cariboo Chilcotin Branch as at March 31, 2018 and the results of its operations and its cash flow for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

**Report on Other Legal Requirements**

As required by the Society Act (British Columbia), we report that, in our opinion, the accounting principles in Canadian accounting standards for not-for-profit organizations have been applied on a consistent basis.

Williams Lake, BC  
August 27, 2018

  
PMT CHARTERED PROFESSIONAL  
ACCOUNTANTS LLP

**CANADIAN MENTAL HEALTH ASSOCIATION - CARIBOO CHILCOTIN BRANCH**

**Statement of Financial Position**

**March 31, 2018**

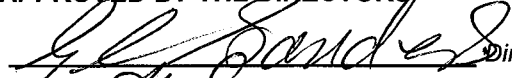
	2018	2017
<b>ASSETS</b>		
Current		
Cash	\$ 341,430	\$ 292,845
Accounts receivable (Note 5)	61,563	23,173
Interest receivable	1,504	2,080
Prepaid expenses	19,584	18,614
	<u>424,081</u>	336,712
Tangible capital assets (Note 6)	87,853	119,153
Long term investments (Note 7)	2,800	2,800
	<u>\$ 514,734</u>	<u>\$ 458,665</u>


<b>LIABILITIES</b>		
Current		
Accounts payable and accrued liabilities (Note 8)	\$ 182,409	\$ 155,907
Damage deposits repayable	6,163	6,383
Deferred income (Note 9)	85,715	92,026
Subsidy repayable (Note 10)	-	1,506
	<u>274,287</u>	255,822
Deferred capital contributions (Note 11)	74,989	88,475
	<u>349,276</u>	344,297

Lease commitments and contingencies (Note 12)

<b>NET ASSETS</b>		
Unrestricted net assets	132,595	63,691
Invested in Tangible Capital Assets	12,863	30,677
Restricted Fund (Note 13)	20,000	20,000
	<u>165,458</u>	114,368
	<u>\$ 514,734</u>	<u>\$ 458,665</u>

**APPROVED BY THE DIRECTORS**

  
 \_\_\_\_\_ Director

  
 \_\_\_\_\_ Director

**CANADIAN MENTAL HEALTH ASSOCIATION - CARIBOO CHILCOTIN BRANCH**

**Statement of Changes in Net Assets**

**Year Ended March 31, 2018**

	Unrestricted Fund	Invested in Tangible Capital Assets	Restricted Fund	2018	2017
<b>Net assets - beginning of year</b>	\$ 63,691	\$ 30,677	\$ 20,000	\$ 114,368	\$ 124,777
<b>Excess (deficiency) of revenue over expenditures</b>	77,900	(26,810)	-	51,090	(20,838)
<b>Subsidy repaid (refundable) (Note 10)</b>	-	-	-	-	10,429
<b>Transfers (Note 14)</b>	(8,996)	8,996	-	-	-
<b>Net assets - end of year</b>	\$ 132,595	\$ 12,863	\$ 20,000	\$ 165,458	\$ 114,368

**CANADIAN MENTAL HEALTH ASSOCIATION - CARIBOO CHILCOTIN BRANCH**

**Statement of Revenues and Expenditures**

**Year Ended March 31, 2018**

	2018	2017
<b>Revenue</b>		
Interior Health Authority	\$ 853,205	\$ 834,691
Jubilee Place ( <i>Schedule 1</i> )	306,836	295,746
Contracts - Other	245,478	209,800
Province of British Columbia	212,121	197,815
Fees	106,188	108,458
Homeless Outreach ( <i>Schedule 2</i> )	95,150	80,530
Gaming	49,000	49,000
Miscellaneous	28,684	23,073
Fundraising	11,644	597
Grants	8,117	44,858
Rental revenue	6,270	10,170
Donations	6,022	8,021
Administration fee	6,150	6,150
Office rent recovery	2,000	2,000
Amortization of deferred capital contributions	18,234	8,276
	<u>1,955,099</u>	<u>1,879,185</u>
<b>Expenditures</b>		
Activity costs	7,906	12,012
Advertising and promotion	506	2,857
Amortization	11,741	17,668
Bad debts	50	-
Bank charges	2,407	1,790
Client expenses	8,772	9,282
Contract services	22,717	73,085
Equipment rentals	4,369	4,362
Finance services	53,215	62,317
Furniture and equipment	3,608	1,605
Homeless Outreach ( <i>Schedule 2</i> )	80,657	80,836
Insurance	9,345	9,863
Jubilee Place ( <i>Schedule 1</i> )	312,286	321,451
Memberships	4,676	3,044
Office and miscellaneous	80,735	79,730
Professional fees	14,060	3,118
Projects	-	1,200
Relocation expenses	16,348	-
Rental	109,698	109,594
Repairs and maintenance	10,828	8,103
Resource materials	222	214
Telephone and utilities	40,608	45,643
Training	13,571	15,385
Travel	8,070	4,417
Vehicle	8,300	7,376
Wages and benefits	1,052,131	1,025,071
	<u>1,876,826</u>	<u>1,900,023</u>
<b>Excess (deficiency) of revenue over expenditures from operations</b>	<b>78,273</b>	<b>(20,838)</b>

(continues)

**CANADIAN MENTAL HEALTH ASSOCIATION - CARIBOO CHILCOTIN BRANCH**

**Statement of Revenues and Expenditures** *(continued)*

**Year Ended March 31, 2018**

	<b>2018</b>	<b>2017</b>
<b>Other income</b>		
Loss on disposal of assets	<u>(27,183)</u>	-
<b>Excess (deficiency) of revenue over expenditures</b>	<b><u>\$ 51,090</u></b>	<b><u>\$ (20,838)</u></b>



**CANADIAN MENTAL HEALTH ASSOCIATION - CARIBOO CHILCOTIN BRANCH**

**Statement of Cash Flow**

**Year Ended March 31, 2018**

	2018	2017
<b>Operating activities</b>		
Excess (deficiency) of revenue over expenditures	\$ 51,090	\$ (20,838)
Items not affecting cash:		
Amortization of tangible capital assets	43,112	33,476
Loss on disposal of tangible capital assets	27,183	-
Amortization of deferred capital contributions	(43,486)	(23,538)
	<u>77,899</u>	<u>(10,900)</u>
Changes in non-cash working capital:		
Accounts receivable	(38,390)	4,596
Interest receivable	576	(1,583)
Accounts payable and accrued liabilities	26,502	(12,164)
Deferred income	(6,311)	(8,255)
Prepaid expenses	(970)	(6,021)
Damage deposits repayable	(220)	25
Subsidy repayable	(1,506)	(21,813)
	<u>(20,319)</u>	<u>(45,215)</u>
Cash flow from (used by) operating activities	<u>57,580</u>	<u>(56,115)</u>
<b>Investing activity</b>		
Purchase of tangible capital assets	<u>(38,995)</u>	<u>(34,500)</u>
<b>Financing activities</b>		
Capital funding	30,000	33,033
Subsidy repaid	-	10,429
Cash flow from financing activities	<u>30,000</u>	<u>43,462</u>
<b>Increase (decrease) in cash flow</b>	<b>48,585</b>	<b>(47,153)</b>
<b>Cash - beginning of year</b>	<u>292,845</u>	<u>339,998</u>
<b>Cash - end of year</b>	<u>\$ 341,430</u>	<u>\$ 292,845</u>

**1. Basis of presentation**

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO).

**2. Purpose of organization**

Canadian Mental Health Association - Cariboo Chilcotin Branch provides programs and services that foster individual growth and promote wellness, leading to the development of strong families and healthy communities.

The Association is incorporated under the Society Act of British Columbia and is a registered charity under the Income Tax Act. The Association is exempt from income tax provided certain requirements of the Income Tax Act are met.

**3. Significant accounting policies**

Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

Financial assets measured at amortized cost include cash, accounts receivable and interest receivable.

Financial assets measured at amortized cost include accounts payable and accrued liabilities and subsidy repayable.

When the Association issues financial instruments that include both a debt and equity component, the entire proceeds are allocated to the debt component, and the equity component is assigned a measurement amount of \$NIL.

Cash and cash equivalents

Cash and cash equivalents consist of cash on hand less outstanding cheques and deposits with a maturity of less than three months at the time of purchase. When outstanding cheques are in excess of cash on hand, the excess is reported in bank indebtedness.

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Notes to Financial Statements

Year Ended March 31, 2018

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**3. Significant accounting policies (continued)**

Tangible capital assets

Tangible capital assets are stated at cost or deemed cost less accumulated amortization. Tangible capital assets are amortized over their estimated useful lives on a straight-line basis at the following rates:

Furniture and fixtures	15% and 55%
Leasehold improvements	10% and 15%
Library	10%
Motor vehicles	20%

The Association regularly reviews its tangible capital assets to eliminate obsolete items.

Tangible capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

Contributed services

The Association and its members benefit from contributed goods and services in the form of volunteer time for various committees and assisting in carrying out its Crisis Line program. Contributed services are not recognized in these financial services. Provision is made for contributed capital assets (Note 6).

Revenue recognition

The Association follows the deferral method of accounting for contributions. Revenue consists of contributions received from various government agencies as well as other sources.

Revenue is recognized when receivable if the amount can be reasonably estimated and collection is reasonably assured, except in the case of externally restricted contributions, when the funder has specified that funds be used for a specific use and not all funds have been expended for that purpose. Revenue unearned in the current period are recorded as deferred contributions.

Contributions restricted for the purchase of tangible capital assets are deferred and amortized to revenue on the same basis as the related assets are depreciated.

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 amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

**4. Financial instruments**

The Association is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Association's risk exposure and concentration as of March 31, 2018.

(continues)

**CANADIAN MENTAL HEALTH ASSOCIATION - CARIBOO CHILCOTIN BRANCH**

**Notes to Financial Statements**

**Year Ended March 31, 2018**

**4. Financial instruments (continued)**

Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Association is exposed to credit risk from customers. In order to reduce its credit risk, the Association reviews a new customer's credit history before extending credit and conducts regular reviews of its existing customers' credit performance. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The Association has a significant number of customers which minimizes concentration of credit risk.

There is no change in the risk exposure from the previous period.

Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the Association manages exposure through its normal operating and financing activities. The Association is exposed to interest rate risk primarily through its floating interest rate bank indebtedness and credit facilities.

There is no change in the risk exposure from the previous period.

Unless otherwise noted, it is management's opinion that the Association is not exposed to significant other price risks arising from these financial instruments.

**5. Accounts receivable**

	<u>2018</u>	<u>2017</u>
Trade receivables	\$ 43,978	\$ 4,876
Government receivables	18,438	18,297
	<u>62,416</u>	23,173
Allowance for doubtful accounts	(853)	-
	<u>\$ 61,563</u>	<u>\$ 23,173</u>

**6. Tangible capital assets**

	Cost	Accumulated amortization	<u>2018 Net book value</u>	2017 Net book value
Furniture and fixtures	\$ 256,129	\$ 236,362	\$ 19,767	\$ 31,304
Leasehold improvements	127,166	69,760	57,406	72,513
Library	15,011	15,011	-	-
Motor vehicles	33,621	22,941	10,680	15,336
	<u>\$ 431,927</u>	<u>\$ 344,074</u>	<u>\$ 87,853</u>	<u>\$ 119,153</u>

The value of contributed tangible capital assets during the year was \$30,000 (2017 - \$33,033).

The write-down of tangible capital assets during the year was \$27,183 (2017 - \$NIL).

**CANADIAN MENTAL HEALTH ASSOCIATION - CARIBOO CHILCOTIN BRANCH**

**Notes to Financial Statements**

**Year Ended March 31, 2018**

**7. Long term investments**

	<u>2018</u>	<u>2017</u>
Central Interior Community Services Co-op (16% ownership)	\$ 2,800	\$ 2,800

Five non-profit charitable organizations serving children and families, youth and adults in the Williams Lake area have been meeting since April 2002 to explore new ways of working together to enhance services to clients. They established the Central Interior Community Services Co-Op in 2004 which is responsible for providing administrative and financial services for the five founding members and share the costs of administration and finance. The five founding members are the Boys and Girls Club of Williams Lake and District, Canadian Mental Health Association - Cariboo Chilcotin Branch, Cariboo Chilcotin Child Development Centre Association, Contact Women's Group Society, and Williams Lake Association for Community Living.

**8. Accounts payable and accrued liabilities**

	<u>2018</u>	<u>2017</u>
Trade payables	\$ 157,560	\$ 136,413
Government remittances	24,849	19,494
	<u>\$ 182,409</u>	<u>\$ 155,907</u>

**9. Deferred income**

	<u>2018</u>	<u>2017</u>
BC Housing Management Commission - Monthly subsidy - Homeless outreach	\$ 6,874	\$ 6,672
BC Housing Management Commission - Monthly subsidy - Jubilee House	1,496	698
BC Housing Management Commission - Monthly subsidy - Jubilee Place	10,342	10,342
Interior Health Authority	-	2,975
Ministry of Children and Family Development	8,406	-
Ministry of Community, Sport and Cultural Development - Community Gaming Grants Branch	50,584	51,500
Ministry of Tourism Arts and Culture	5,396	-
Other projects/programs	2,617	9,598
Residential fees	-	10,241
	<u>\$ 85,715</u>	<u>\$ 92,026</u>

**10. Subsidy repaid (refundable)**

BC Housing Management Commission conducts an annual review of the financial statements and may adjust for any operating surplus or deficit. Prior year's funding adjustments are recognized in the fiscal year they are determined. The annual review of the 2017 financial statements has been completed and the adjustment of prior year's grant revenue was \$NIL (2017 - \$10,429).

**Notes to Financial Statements**

**Year Ended March 31, 2018**

**11. Deferred capital contributions**

Deferred contributions represent contributions received to purchase tangible capital assets and are deferred and amortized to revenue on the same basis as the related assets are amortized. The changes for the year in the deferred contributions are as follows:

	<u>2018</u>	<u>2017</u>
Balance, beginning of year	\$ 88,475	\$ 78,980
Deferred capital contributions additions	30,000	33,033
Amount amortized to revenue	<u>(43,486)</u>	<u>(23,538)</u>
Balance, end of year	<u>\$ 74,989</u>	<u>\$ 88,475</u>

**12. Lease commitments and contingencies**

- a) The Association has a lease for certain office equipment for a sixty month term commencing November 1, 2016. Monthly payments of \$37 plus applicable taxes apply.
- b) The Association has a lease for certain office equipment for a sixty month term commencing February 1, 2014. Monthly payments of \$290 plus applicable taxes apply.
- c) The Association has a lease for Jubilee House for a five year term commencing January 15, 2015. Monthly lease payments of \$3,000 plus applicable taxes apply.
- d) The Association has a tenancy agreement for office space with Cariboo Chilcotin Child Development Centre Association, a member of the Central Interior Community Services Co-Op. The agreement is \$41,000 per annum. The current lease expires on September 30, 2018.
- e) The Association has a lease for a photocopier for a sixty month term commencing October 1, 2017. Monthly payments \$169 plus applicable taxes apply.
- f) Management of the Association is not aware of any claims or potential claims that if not successfully defended would have a material effect on the financial statements. If a claim was paid as a result of the outcome of litigation it would be treated as an expenditure.
- g) Management has not set up an accrued liability for accumulated sick pay or special leave pay for its employees as the current employment policy does not require sick pay or special leave pay to be paid out if employees leave. As of March 31, 2018, the sick pay and special leave pay totaled \$135,700 (2017 - \$114,891) and \$32,578 (2017 -\$29,386) respectively.

**13. Restricted Fund**

The Restricted Fund is internally restricted and established in 2013 to partially cover the accrued liability for accumulated sick time payable and sick leave.

**14. Transfers**

During the year, the Association's management approved \$8,996 (2017 - \$1,468) to be transferred from Unrestricted net assets to Invested in tangible capital assets for the purchase of tangible capital assets.

**Notes to Financial Statements**

**Year Ended March 31, 2018**

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**15. Associated party transactions**

During the year, the Association entered into the following transactions with associated parties:

- a) The Association paid \$59,655 (2017 - \$68,757) for financial services to the Central Interior Community Services Co-Op, an affiliated society. The Association recovered \$89 (2017 - \$NIL) for supplies, services and telephone expenses; and \$1,750 (2017 - \$1,900) in meeting room rental from the Co-Op.
- b) The Association recovered \$NIL (2017 - \$NIL) for expenses from the Boys and Girls Club of Williams Lake and District, a member of the Central Interior Community Services Co-Op.
- c) The Association paid \$300 (2017 - \$300) for supplies, services and telephone expenses and \$42,694 (2017 - \$42,694) for rent to Cariboo Chilcotin Child Development Centre Association, a member of the Central Interior Community Services Co-Op. The Association recovered \$1,721 (2017 - \$1,536) for supplies, services and telephone expenses.
- d) The Association paid \$NIL (2017 - \$7) for supplies, services and telephone expenses to Contact Women's Group Society, a member of the Central Interior Community Services Co-Op. The Association recovered \$162 (2017 - \$295) for supplies, services and telephone expenses.
- e) The Association paid \$2,936 (2017 - \$23,645) for supplies, services and telephone expenses and \$18,795 (2017 - \$54,886) in wage transfers to the Williams Lake Association for Community Living, a member of the Central Interior Community Services Co-Op. The Association recovered \$979 (2017 - \$515) for supplies, services and telephone expenses, \$4,100 (2017 - \$7,100) for meeting room rental, \$NIL (2017 - \$456) for training and travel and \$11,707 (2017 - \$19,437) in wage transfers.
- f) As of March 31, 2018, included in accounts receivable is \$5,293 (2017 - \$NIL) due from associated parties. These amounts are subject to normal trade and occurred during the normal course of operations.
- g) As of March 31, 2018, included in accounts payable is \$NIL (2017 - \$17,209) due to associated parties. These amounts are subject to normal trade and occurred during the normal course of operations.

**16. Remuneration of directors, employees and contractors**

As required by the Society Act of British Columbia, remuneration above \$75,000 paid to directors, employees and contractors must be disclosed.

The association does not remunerate its directors.

During the year, the Association paid remuneration, including benefits in excess of \$75,000, to four employees for \$88,261, \$97,198, \$76,695 and \$151,328; totaling \$262,154 (2017 - totaling \$106,236).

**Notes to Financial Statements**

**Year Ended March 31, 2018**

**17. Gaming**

The Association applies annually to the Community Gaming Grants Branch of the Ministry of Community, Sport and Cultural Development for a Community Gaming grant. In order to receive gaming funds the Association is required to have a separate bank account for gaming funds, and expenditures are restricted by terms set by the Licensing and Grants Division.

The audited financial statements are presented on a consolidated basis. This results in presentation of the gaming bank account and gaming accounts receivable as part of the consolidated cash and receivable balance. If the amounts had been shown on a fund basis, the Gaming Fund presentation would be as follows:

	<u>2018</u>	<u>2017</u>
<b>Fund presentation of gaming net assets</b>		
Cash	<u>\$ 64,808</u>	<u>\$ 51,500</u>

**18. Funds held in trust**

The Association holds funds in their bank account in trust for some clients. There is a formal trust agreement in place outlining that these funds are not to be used and do not earn interest. These funds have been deposited into the Associations bank account however, they belong to the client and as such, are not part of the operations of the Association. The Association is responsible for the proper administration of these funds.

	<u>2018</u>	<u>2017</u>
Client trust funds (asset)	\$ 9,920	\$ 13,115
Client trust funds (liability)	(9,920)	(13,115)
	<u>\$ -</u>	<u>\$ -</u>

**19. Capital disclosure**

The Association considers its capital to be the balance maintained in its Unrestricted Net Assets. The primary objective of the Association is to invest its capital in a manner that will allow it to continue as a going concern and comply with its stated objectives. Capital is invested under the direction of the Board of Directors of the Association with the objective of providing a reasonable rate of return, minimizing risk and ensuring adequate liquid investments are on hand for current cash flow requirements. The Association is not subject to any externally imposed requirements of its capital.

**20. Defined contribution pension plan**

During the year, the Association contributed to a defined contribution pension plan for its employees. The plan is managed by an outside party. The expense incurred during the year totaled \$21,340 (2017 - \$28,134) and is included in wages and benefits.

**21. Economic dependence**

A significant portion, \$1,377,044 of the total \$1,955,099; 70% (2017 - 72%) of the Association's gross operating revenue is comprised of funding from The Province of British Columbia. The Association's ability to continue operations is dependent upon the continuation of such funding.



**22. Comparative figures**

Some of the comparative figures have been reclassified to conform to the current year's presentation.

**CANADIAN MENTAL HEALTH ASSOCIATION - CARIBOO CHILCOTIN BRANCH**

**Jubilee Place**

**(Schedule 1)**

**Year Ended March 31, 2018**

	2018	2017
<b>Revenue</b>		
BC Housing Management Commission	\$ 124,100	\$ 119,475
Residence fee	149,640	152,945
Miscellaneous income	7,843	8,060
Interest income	1	4
Amortization of deferred capital contributions	25,252	15,262
	<u>306,836</u>	<u>295,746</u>
<b>Expenditures</b>		
Accounting and reception services	4,400	4,400
Amortization	31,371	15,808
Bad debts	2,106	2,148
Contracted services	471	638
Equipment rentals	1,158	-
Furniture and equipment	-	2,240
Insurance	1,233	1,315
Office and miscellaneous	2,215	1,702
Professional fees	6,000	12,000
Repairs and maintenance	30,402	23,703
Telephone and utilities	55,321	48,929
Training	1,241	-
Wages and benefits	176,368	208,568
	<u>312,286</u>	<u>321,451</u>
<b>Excess (deficiency) of revenue over expenditures</b>	<u>\$ (5,450)</u>	<u>\$ (25,705)</u>

**CANADIAN MENTAL HEALTH ASSOCIATION - CARIBOO CHILCOTIN BRANCH**

**Homeless Outreach**

**(Schedule 2)**

**Year Ended March 31, 2018**

	2018	2017
<b>Revenue</b>		
BC Housing Management Commission	\$ 80,060	\$ 80,290
Donations	240	240
Miscellaneous income	14,850	-
	<u>95,150</u>	<u>80,530</u>
<b>Expenditures</b>		
Accommodation	2,000	2,000
Administration	6,150	6,150
Client expenses	13,560	13,680
Finance services	2,040	2,040
Insurance	550	550
Office and miscellaneous	2,227	2,380
Professional fees	500	500
Rental	840	600
Telephone and utilities	1,990	2,645
Training	-	1,580
Wages and benefits	50,800	48,711
	<u>80,657</u>	<u>80,836</u>
<b>Excess (deficiency) of revenue over expenditures</b>	<u>\$ 14,493</u>	<u>\$ (306)</u>