

**(A.C.C.E.S.) Accessible Community
Counselling and Employment Services**

Financial Statements

For the Year Ended March 31, 2016

INDEPENDENT AUDITORS' REPORT

To the Board of Directors of (A.C.C.E.S.) Accessible Community Counselling and Employment Services

We have audited the accompanying financial statements of (A.C.C.E.S.) Accessible Community Counselling and Employment Services which comprise the statement of financial position as at March 31, 2016 and the statements of revenue, expenses and 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 audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of (A.C.C.E.S.) Accessible Community Counselling and Employment Services as at March 31, 2016, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Other Matter

The financial statements of the (A.C.C.E.S.) Accessible Community Counselling and Employment Services for the year ended March 31, 2015 were audited by another auditor who expressed an unmodified opinion on those statements on June 10, 2015.

Collins Barrow Toronto LLP

Chartered Professional Accountants
Licensed Public Accountants
June 9, 2016
Toronto, Ontario

(A.C.C.E.S.) Accessible Community Counselling and Employment Services
Statement of Financial Position
As at March 31, 2016

	2016	2015
Assets		
Current		
Cash and cash equivalents (Note 2)	\$ 2,488,818	\$ 908,390
Contributions and HST receivable	1,719,193	1,730,068
Prepaid expenses	100,080	228,861
	4,308,091	2,867,319
Capital assets (Note 3)	787,917	876,579
	\$ 5,096,008	\$ 3,743,898
Liabilities		
Current		
Accounts payable and accrued liabilities	\$ 1,373,248	\$ 1,348,599
	1,373,248	1,348,599
Deferred contributions (Note 4)	1,886,346	480,343
Deferred contributions - capital assets (Note 5)	61,030	185,198
	3,320,624	2,014,140
Net assets	1,775,384	1,729,758
	\$ 5,096,008	\$ 3,743,898

Commitments (Note 6)

Approved by the Board



 Director Director

(A.C.C.E.S.) Accessible Community Counselling and Employment Services
Statement of Revenue, Expenses and Changes in Net Assets
For the Ended March 31, 2016

	2016	2015
Revenue (Schedule 1)	\$ 16,527,918	\$ 16,554,294
Expenses		
Amortization of capital assets	388,054	419,334
Bank charges and interest	29,075	20,687
Building occupancy	1,320,927	1,286,210
Consulting and other purchased services	80,744	51,213
Insurance	39,786	40,042
Licenses and dues	7,230	8,461
Office equipment rental and repair	116,182	89,480
Office supplies and resource material	336,306	327,798
Professional fees	75,305	105,698
Program delivery services	1,850,229	1,479,402
Promotion and publicity	134,330	97,696
Salaries and benefits	10,004,886	9,197,816
Staff development	102,580	88,549
Telephone	83,918	83,741
Training supports and subsidies	1,837,893	3,148,045
Transportation	74,847	57,322
	16,482,292	16,501,494
Excess of revenue over expenses	45,626	52,800
Net assets, beginning of year	1,729,758	1,676,958
Net assets, end of year	\$ 1,775,384	\$ 1,729,758

(A.C.C.E.S.) Accessible Community Counselling and Employment Services
Statement of Cash Flows
For the Ended March 31, 2016

	2016	2015
Cash provided by (used for)		
Operations		
Cash received from funding sources	\$ 18,213,451	\$ 16,206,770
Cash paid for salaries and benefits	(10,074,718)	(9,197,816)
Cash paid for building occupancy	(1,320,927)	(1,286,210)
Cash paid for direct programs and administration	(4,939,183)	(5,879,274)
Investment income received - operating	1,198	6,832
	1,879,821	(149,698)
Investing		
Purchase of capital assets	(299,393)	(112,057)
Net change in cash	1,580,428	(261,755)
Cash, beginning of year	908,390	1,170,145
Cash, end of year	\$ 2,488,818	\$ 908,390

PURPOSE OF THE ORGANIZATION

(A.C.C.E.S.) Accessible Community Counselling and Employment Services (the "Organization") operates centres in the greater Toronto area that provide career counselling and employment services to individuals from diverse backgrounds who are facing barriers to employment. The Organization is incorporated under the Corporations Act (Ontario) as a non-profit organization without share capital. A.C.C.E.S. is a registered charity within the meaning of the Income Tax Act (Canada) and is exempt from income taxes.

1. SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations. Outlined below are those policies considered particularly significant for the Organization.

Revenue Recognition

The Organization follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when it is received or becomes receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Restricted contributions for the purchase of capital assets are deferred and recognized as revenue on the same basis as the amortization expense related to the acquired capital assets.

Revenues other than contributions are recognized when they are earned and collectibility is reasonably assured.

Capital Assets

Capital assets are recorded at cost less accumulated amortization. Amortization is provided on a straight-line basis over the estimated useful life of the assets, as follows:

Computer hardware	3 years
Computer software	1 year
Furniture and fixtures	5 years
Office equipment	5 years
Leasehold improvements	5 years

1. SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

Use of Estimates

The preparation of financial statements in conformity with Canadian accepted generally 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 expenditures from the year then ended. Estimates are used when accounting for amortization, expense allocations and accrued liabilities. Actual results could differ from management's best estimates as additional information becomes available in the future.

Contributed Services

The Organization does not record the amounts for voluntary contributed services in these financial statements.

Financial Instruments

The Organization initially measures its financial assets and liabilities at fair value. The Organization subsequently measures its financial assets and financial liabilities at amortized cost using the straight-line method.

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

2. CASH AND CASH EQUIVALENTS

Cash and cash equivalents includes guaranteed investment certificates which are cashable at any time, maturity dates range from June 2016 to August 2017 and bear interest at rates from 0.6% - 0.7% per annum. Cash and cash equivalents are comprised of:

	2016	2015
Cash on hand and bank balances	\$ 2,166,207	\$ 588,177
Guaranteed investment certificates	322,611	320,213
	\$ 2,488,818	\$ 908,390

(A.C.C.E.S.) Accessible Community Counselling and Employment Services
Notes to Financial Statements
March 31, 2016

3. CAPITAL ASSETS

	Cost	Accumulated Amortization	Net 2016	Net 2015
Computer hardware	\$ 914,937	\$ 828,206	\$ 86,731	\$ 143,132
Computer software	320,259	312,178	8,081	-
Furniture and fixtures	782,140	667,799	114,341	89,764
Office equipment	486,037	446,647	39,390	42,702
Leasehold improvements	2,108,177	1,568,803	539,374	600,981
	\$ 4,611,550	\$ 3,823,633	\$ 787,917	\$ 876,579

4. DEFERRED CONTRIBUTIONS

Deferred contributions consists of funding received for the current fiscal year for which the related expenditures have not been made. It is anticipated that these funds will be utilized in the subsequent period.

	2016	2015
Balance, beginning of year	\$ 480,343	\$ 552,692
Contributions received	17,394,094	15,924,158
Contributions recognized as revenue	(15,988,091)	(15,996,507)
Balance, end of year	\$ 1,886,346	\$ 480,343

Balance at year end consists of:

	2016	2015
Government of Ontario	\$ 943,715	\$ 297,948
Corporate donors and partners	899,490	182,395
Foundations	43,141	-
Balance, end of year	\$ 1,886,346	\$ 480,343

5. DEFERRED CONTRIBUTIONS - CAPITAL ASSETS

Deferred contributions related to capital assets represent restricted contributions with which capital assets were purchased. Changes in the deferred contributions balance are as follows:

	2016	2015
Balance, beginning of year	\$ 185,198	\$ 350,119
Less: amounts amortized to revenue	(124,168)	(164,921)
Balance, end of year	\$ 61,030	\$ 185,198

(A.C.C.E.S.) Accessible Community Counselling and Employment Services
Notes to Financial Statements
March 31, 2016

6. COMMITMENTS

Based on the operating leases in force for premises and equipment, the aggregate future minimum payments will be as follows :

2017	\$ 1,382,199
2018	371,480
2019	265,343
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	\$ 2,019,022
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7. ECONOMIC DEPENDENCE

The Organization relies on funding from the federal and provincial governments.

(A.C.C.E.S.) Accessible Community Counselling and Employment Services
Schedule 1 - Revenue
For the Ended March 31, 2016

	2016	2015
Contributions		
Ministry of Training, Colleges and Universities	\$ 8,391,339	\$ 9,328,369
Ministry of Citizenship and Immigration and International Trade	3,340,566	3,439,176
Immigration, Refugees and Citizenship Canada	2,627,755	2,306,070
Ministry of Economic Development, Employment and Infrastructure	498,916	-
City of Toronto	419,188	465,879
United Way of Greater Toronto	337,092	292,092
Amortization of deferred contributions - capital assets (Note 5)	124,168	164,921
Corporate grant	29,587	-
	15,768,611	15,996,507
Other Revenue		
Nevada Lottery (net)	1,257	1,937
Interest	1,198	6,832
Sponsorships and donations	304,976	253,093
Other	451,876	297,569
	\$ 16,527,918	\$ 16,555,938