

CHOICES Association Inc.
Financial Statements
For the year ended March 31, 2015

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Independent Auditor's Report

To the Directors of CHOICES Association Inc.

We have audited the accompanying financial statements of CHOICES Association Inc. (the "Association"), which comprise the statement of financial position as at March 31, 2015, and the statements of revenue and expenses, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information. These financial statements have been prepared by management based on the financial reporting provisions of the Program Guidelines of the Ministry of Community and Social Services, as described in Note 1.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions of the Ministry of Community and Social Services, as described in Note 1; this includes the determination that the basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances, and for such internal control as management determines is necessary to enable the preparation of the 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 Association'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 purposes of expressing an opinion on the effectiveness of the Association's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Association, 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 charitable organizations, the Association derives revenues from donations and fundraising activities, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of this revenue was limited to the amounts recorded in the Association's records. Therefore, we were not able to determine whether any adjustments might be necessary to donation and other fundraising revenue, excess of revenue over expenses, cash flows from operations for the year ended March 31, 2015 and current assets and net assets as at April 1, 2014 and March 31, 2015. Our audit opinion on the financial statements for the year ended March 31, 2014 was modified accordingly because of the possible effects of a similar limitation in scope.

Qualified Opinion

In our opinion, except for the possible effects of the matters described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material respects, the financial position of CHOICES Association Inc. as at March 31, 2015 and the results of its operations and cash flows for the year then ended in accordance with the financial reporting provisions of the Program Guidelines of the Ministry of Community and Social Services.

Basis of Accounting and Restriction on Distribution and Use

Without modifying our opinion, we draw attention to Note 1 to the financial statements, which describes the basis of accounting. The financial statements are prepared to assist the Association to comply with the financial reporting provisions of the Ministry of Community and Social Services. As a result, the financial statements may not be suitable for another purpose. Our report is intended solely for the Association and the Ministry of Community and Social Services and should not be distributed to or used by parties other than the Association or the Ministry of Community and Social Services.

BDO Canada LLP

Chartered Professional Accountants, Licensed Public Accountants
Burlington, Ontario
July 30, 2015

**CHOICES Association Inc.
Statement of Financial Position**

March 31	2015	2014
Assets		
Current		
Cash	\$ 315,046	\$ 289,563
Accounts receivable	212,336	131,177
Inventory	5,189	21,780
Prepaid expenses	23,072	14,631
HST receivable	218,130	138,860
	773,773	596,011
Capital assets (Note 2)	2,618,660	2,686,697
Cash - restricted (Note 4)	41,101	38,353
	\$ 3,433,534	\$ 3,321,061

Liabilities and Net Assets

Current		
Accounts payable and accrued liabilities	\$ 827,105	\$ 649,508
Current portion of long-term debt (Note 3)	72,342	67,036
Ministry of Housing capital reserve (Note 4)	41,101	38,353
	940,548	754,897
Long-term debt (Note 3)	875,170	948,514
	1,815,718	1,703,411
Net assets		
Net assets in Nevada lottery fund	8,319	8,319
Net assets internally restricted (Note 5)	123,000	123,000
Net assets in operating fund	1,486,497	1,486,331
	1,617,816	1,617,650
	\$ 3,433,534	\$ 3,321,061

On behalf of the Board:

_____ Director

_____ Director

CHOICES Association Inc.
Statement of Changes in Net Assets

For the year ended March 31	Nevada Lottery Fund	Internally Restricted Reserve Fund	Operating Fund	2015	2014
Net assets, beginning of year	\$ 8,319	\$ 123,000	\$ 1,486,331	\$ 1,617,650	\$ 1,705,263
Excess (deficiency) of revenue over expenses for the year	-	-	166	166	(87,613)
Net assets, end of year	\$ 8,319	\$ 123,000	\$ 1,486,497	\$ 1,617,816	\$ 1,617,650

The accompanying notes are an integral part of these financial statements.

**CHOICES Association Inc.
Statement of Revenue and Expenses**

For the year ended March 31	2015	2014
Revenue		
Day Programs (Schedule 1)	\$ 1,142,727	\$ 1,055,813
Family Home Program (Schedule 2)	686,738	702,758
Supported Independent Living Program (Schedule 3)	258,736	251,664
Group Living Support Program (Schedule 4)	6,695,781	6,005,791
Passport Program (Schedule 5)	-	134,659
Small Water Works Program (Schedule 6)	20,000	20,000
Agency Programs (Schedule 7)	85,649	148,683
Ministry of Housing Program (Schedule 8)	111,013	97,840
Partner Facility Renewal Program (Schedule 9)	33,791	-
	<u>9,034,435</u>	<u>8,417,208</u>
Expenses		
Day Programs (Schedule 1)	1,142,727	1,055,813
Family Home Program (Schedule 2)	686,738	702,758
Supported Independent Living Program (Schedule 3)	258,736	251,664
Group Living Support Program (Schedule 4)	6,695,781	6,005,791
Passport Program (Schedule 5)	-	134,659
Small Water Works Program (Schedule 6)	20,000	20,000
Agency Programs (Schedule 7)	84,413	236,296
Ministry of Housing Program (Schedule 8)	111,013	97,840
Partner Facility Renewal Program (Schedule 9)	34,861	-
	<u>9,034,269</u>	<u>8,504,821</u>
Excess (deficiency) of revenue over expenses for the year	\$ 166	\$ (87,613)

The accompanying notes are an integral part of these financial statements.

CHOICES Association Inc.
Schedule 1 - Revenue and Expenses
Day Programs

For the year ended March 31	2015	2014
Revenue		
Provincial subsidy	\$ 905,725	\$ 964,725
Paper products program	37,629	62,135
Fee for service	168,073	6,887
The Mulberry Bush sales	25,174	21,586
Miscellaneous income	6,126	480
	<u>1,142,727</u>	<u>1,055,813</u>
Expenses		
Administration (Note 10)	101,101	78,723
Advertising and promotion	180	286
Employee benefits	153,735	150,823
Employee salaries	566,074	511,722
Expense recovery	(55,516)	(62,801)
Food and supplies	13,401	14,941
Insurance	6,466	5,340
Miscellaneous	2,746	27
Paper products program costs	3,691	21,458
Purchased services	81,571	50,540
Rent	47,009	39,160
Repairs and maintenance	99,336	123,451
Staff training	3,219	4,301
Staff travel	4,913	3,263
The Mulberry Bush costs	71,012	77,191
Training incentives	17,713	25,459
Utilities	26,076	11,929
	<u>1,142,727</u>	<u>1,055,813</u>
Excess of revenue over expenses	\$ -	\$ -

CHOICES Association Inc.
Schedule 2 - Revenue and Expenses
Family Home Program

For the year ended March 31	2015	2014
Revenue		
Provincial subsidy	\$ 460,037	\$ 460,037
Ontario disability support program	<u>226,701</u>	<u>242,721</u>
	686,738	702,758
Expenses		
Administration (Note 10)	41,292	34,490
Advertising and promotion	109	131
Amortization	-	13,908
Comfort allowance	14,120	24,878
Employee benefits	48,573	44,848
Employee salaries	198,579	210,390
Expense (recovery)	2,734	(696)
Insurance	3,532	3,786
Miscellaneous	1,486	174
Purchased services	329,027	327,765
Rent	24,273	21,855
Repairs and maintenance	4,170	4,959
Staff training	1,238	1,206
Staff travel	8,039	8,876
Supplies	2,717	2,682
Utilities	<u>6,849</u>	<u>3,506</u>
	686,738	702,758
Excess of revenue over expenses	\$ -	\$ -

**CHOICES Association Inc.
Schedule 3 - Revenue and Expenses
Supported Independent Living Program**

For the year ended March 31	2015	2014
Revenue		
Provincial subsidy	\$ 258,736	\$ 251,664
Expenses		
Administration (Note 10)	21,872	17,953
Advertising and promotion	22	23
Purchased services	5,107	3,288
Employee salaries	175,918	180,080
Employee benefits	33,326	30,556
Expense recovery	-	(1,628)
Insurance	1,852	1,942
Miscellaneous	235	89
Rent	3,222	4,701
Repairs and maintenance	632	1,548
Staff training	809	1,173
Staff travel	12,833	10,401
Supplies	1,804	1,056
Utilities	1,104	482
	258,736	251,664
Excess of revenue over expenses	\$ -	\$ -

CHOICES Association Inc.
Schedule 4 - Revenue and Expenses
Group Living Support Program

For the year ended March 31	2015	2014
Revenue		
Provincial subsidy	\$ 6,145,452	\$ 5,455,357
Ontario disability support program	422,650	433,934
Community response program	-	21,661
Special needs funding	127,679	94,839
	<u>6,695,781</u>	<u>6,005,791</u>
Expenses		
Administration (Note 10)	427,566	413,705
Advertising and promotion	1,147	1,280
Comfort allowance	14,797	28,868
Employee salaries	3,042,298	3,298,095
Employee benefits	749,193	743,278
Expense recovery	(11,159)	(17,702)
Rent	81,066	98,068
Repairs and maintenance	256,565	234,617
Food and supplies	170,295	164,219
Insurance	22,244	39,417
Miscellaneous	5,221	7,970
Purchased services	1,375,034	661,619
Purchased services - out paid resources	457,238	226,837
Staff training	17,401	22,583
Staff travel	15,183	12,376
Utilities	71,692	70,561
	<u>6,695,781</u>	<u>6,005,791</u>
Excess of revenue over expenses	\$ -	\$ -

CHOICES Association Inc.
Schedule 5 - Revenue and Expenses
Passport Program

For the year ended March 31	2015	2014
Revenue		
Program revenue	\$ -	\$ 112,446
Passport funding	-	22,213
	-	134,659
Expenses		
Administration (Note 10)	-	5,782
Advertising and promotion	-	34
Employee salaries	-	88,483
Employee benefits	-	6,318
Expense recovery	-	(17)
Food and supplies	-	626
Insurance	-	1,942
Miscellaneous	-	135
Purchased services	-	7,931
Rent	-	10,019
Repairs and maintenance	-	9,416
Staff training	-	540
Staff travel	-	2,514
Utilities	-	936
	-	134,659
Excess of revenue over expenses	\$ -	\$ -

**CHOICES Association Inc.
Schedule 6 - Revenue and Expenses
Small Water Works Program**

<u>For the year ended March 31</u>	<u>2015</u>	<u>2014</u>
Revenue		
Program revenue	\$ 20,000	\$ 20,000
Expenses		
Administration (Note 10)	1,800	-
Repairs and maintenance	8,636	11,638
Utilities	9,564	8,362
	<u>20,000</u>	<u>20,000</u>
Excess of revenue over expenses	\$ -	\$ -

CHOICES Association Inc.
Schedule 7 - Revenue and Expenses
Agency Programs

For the year ended March 31	2015	2014
Revenue		
Donations	\$ 1,682	\$ 2,180
Fundraising	2,894	8,461
Individual residential care	4,869	64,812
Interest income	6,014	3,045
Management fee	15,000	15,000
Rent	55,190	55,185
	<u>85,649</u>	<u>148,683</u>
Expenses		
Advertising and promotion	6,719	2,332
Amortization	37,916	154,378
Employee salaries	6,370	13,526
Employee benefits	929	2,052
Expense allocation	-	595
Food and supplies	-	300
Rent expense	17,274	20,501
Miscellaneous	7,826	7,398
Purchase services	5,301	31,074
Personal needs	-	2,379
Staff travel	2,078	1,761
	<u>84,413</u>	<u>236,296</u>
Excess (deficiency) of revenue over expenses	\$ 1,236	\$ (87,613)

**CHOICES Association Inc.
Schedule 8 - Revenue and Expenses
Ministry of Housing Program**

For the year ended March 31	2015	2014
Revenue		
Provincial subsidy	\$ 105,563	\$ 84,760
Rent	5,450	13,080
	<u>111,013</u>	<u>97,840</u>
Expenses		
Administration (Note 10)	8,160	8,160
Amortization	30,122	28,351
Insurance	624	815
Interest expense	17,387	20,328
Repairs and maintenance	36,770	21,838
Utilities	15,202	15,600
	<u>108,265</u>	<u>95,092</u>
Capital reserve allowance	<u>2,748</u>	<u>2,748</u>
Excess of revenue over expenses	<u>\$ -</u>	<u>\$ -</u>

**CHOICES Association Inc.
Schedule 9 - Revenue and Expenses
Partner Facility Renewal Program**

For the year ended March 31	2015	2014
Revenue		
Program revenue	\$ 33,791	\$ -
Expenses		
Repairs and maintenance	<u>34,861</u>	-
Excess (deficiency) of revenue over expenses	\$ (1,070)	\$ -

CHOICES Association Inc.
Statement of Cash Flows

For the year ended March 31	2015	2014
Cash flows from operating activities		
Excess (deficiency) of revenue over expenses for the year	\$ 166	\$ (87,613)
Adjustments to reconcile excess (deficiency) of revenue over expenses to net cash provided by operating activities		
Amortization	68,038	196,637
Changes in non-cash working capital balances		
Accounts receivable	(81,159)	(26,757)
HST receivable	(79,270)	649
Inventory	16,591	13,308
Prepaid expenses	(8,441)	1,290
Accounts payable and accrued liabilities	177,596	61,426
Ministry of Housing capital reserve	2,748	2,748
	<u>96,269</u>	<u>161,688</u>
Cash flows from investing activity		
Change in cash-restricted	(2,748)	(2,748)
Cash flows from financing activity		
Repayment of long-term debt	<u>(68,038)</u>	<u>(196,637)</u>
Increase (decrease) in cash during the year	25,483	(37,697)
Cash, beginning of year	<u>289,563</u>	<u>327,260</u>
Cash, end of year	\$ 315,046	\$ 289,563

The accompanying notes are an integral part of these financial statements.

CHOICES Association Inc. Notes to Financial Statements

March 31, 2015

1. Significant Accounting Policies

Purpose of the Association

CHOICES Association Inc. (the "Association") was incorporated without share capital on June 15, 1981 under the laws of the Province of Ontario and is a registered charity exempt from tax under the *Income Tax Act*.

The Association's mission is to actively pursue a continuum of service that will enhance the quality of life for individuals with developmental disabilities and to promote the worth and self-worth of the individuals they serve.

Basis of Presentation

The basis of accounting used in these financial statements materially differs from Canadian accounting standards for not-for-profit organizations due to the following:

These financial statements have been prepared in accordance with the significant accounting policies set out below to comply with the funding agreement of the Ministry of Community and Social Services (the "MCSS"). The basis of accounting used in these financial statements materially differs from Canadian accounting standards for not-for-profit organizations as follows:

- a) Allocations to the Ministry of Housing (the "MOH") capital reserve fund are made through the statement of revenue and expenses rather than the statement of funds;
- b) Amortization is provided on restricted capital assets in an amount equal to the reduction in the principal balance outstanding on mortgage funds in accordance with the Ministry of Housing guidelines. Similarly, amortization is provided on unrestricted capital assets equal to the reduction in principal balance on the outstanding mortgages;
- c) Major repairs, upgrades and expenditures and replacement of capital assets are either funded as an allocation from the MOH capital reserve fund, or expensed in the year of acquisition.

Capital Assets

Capital assets are stated at cost. Amortization is provided on restricted capital assets in an amount equal to the reduction in the principal balance outstanding on mortgage funds in accordance with the Ministry of Housing guidelines. Similarly, amortization is provided on unrestricted capital assets equal to the reduction in principal balance on the outstanding mortgages.

Inventories

Inventory is comprised of gift items and is valued at the lower of cost and estimated net realizable value with cost being determined on a first-in, first-out basis. Cost includes all direct expenditures and other appropriate costs incurred in bringing inventory to its present location and condition.

CHOICES Association Inc. Notes to Financial Statements

March 31, 2015

1. Significant Accounting Policies (Continued)

Revenue Recognition

The Association follows the deferral method of accounting for contributions. Restricted contributions are deferred and recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received.

Revenue from unrestricted donations is recognized as donation revenue as it is received and is receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Revenue from services is recognized as revenue when the service is provided and if the amount to be received can be reasonably estimated and collection is reasonably assured.

Revenue from the Mulberry Bush and paper products sales is recorded as revenue as it is received.

Revenue from rent is recognized as revenue as it is received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Use of Estimates

The preparation of the financial statements in accordance with the financial reporting provisions established by the MCSS 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 date of the financial statements, and the reported amounts of revenue and expenditures during the year. These estimates are reviewed periodically and, as adjustments become necessary, they are reported in the period in which they become known. Actual results could differ from management's best estimates as additional information becomes available in the future.

Allocation of Central Administration Expenses

The Association allocates central administration costs to programs in accordance with the MCSS financial policy directive. Central administration expenses (Note 10), which do not pertain specifically to a project, are allocated based on management's best estimate on the service or effort expended, the amount of revenue related to the project and are expected not to exceed 10% of total expenditures.

Financial Instruments

Financial instruments are recorded at fair value when acquired or issued. Investments, which include guaranteed investment certificates, have been designated to be in the fair value category, with gains and losses reported in the statement of revenue and expenses. All other financial instruments are reported at cost or amortized cost less impairment, if applicable. Financial assets are tested for impairment when changes in circumstances indicate the asset could be impaired. Transaction costs on the acquisition, sale or issue of financial instruments are expensed for those items remeasured at fair value at each statement of financial position date and charged to the financial instrument for those measured at amortized cost.

Contributed Goods and Services

Volunteers contribute significant amounts of time to assist the Association in carrying out its objectives. The Association also, from time to time, receives donations of goods. Because of the difficulty in determining their fair value, contributed goods and services are not recognized in the financial statements.

CHOICES Association Inc.
Notes to Financial Statements

March 31, 2015

2. Capital Assets

Capital assets (unrestricted):

	2015		2014	
	Cost	Accumulated Amortization	Cost	Accumulated Amortization
Land and buildings				
Westfield Residence	\$ 780,420	\$ -	\$ 780,420	\$ -
Silver Court Residence	391,497	234,234	391,497	217,334
Mohawk Residence	745,074	552,328	745,074	531,313
	\$ 1,916,991	\$ 786,562	\$ 1,916,991	\$ 748,647

Capital assets (restricted):

Capital assets acquired through funds provided by the Government of Ontario consist of the following:

	2015		2014	
	Cost	Accumulated Amortization	Cost	Accumulated Amortization
Land and buildings				
Orkney Road Residence	\$ 416,741	\$ -	\$ 416,741	\$ -
Harvest Road Residence	473,986	-	473,986	-
Carlisle Residence	462,522	153,429	462,522	138,368
Rockton Residence	554,301	265,890	554,301	250,829
	\$ 1,907,550	\$ 419,319	\$ 1,907,550	\$ 389,197

Total net book value of land and buildings **\$ 2,618,660** **\$ 2,686,697**

The Association operates several group homes, the acquisition of which was funded by the Province of Ontario through its respective Ministries: the MCSS and the MOH. Accordingly, the Province of Ontario has registered its financial interest on title thereby restricting the disposition of these facilities. The Association is required under the Portfolio Operating Agreement, section 7.1, to obtain written consent prior to the disposition of these residences, to which consent may be withheld. In the event of such disposition, the excess of proceeds less any encumbrances against the respective project would be payable to the Province of Ontario through the respective Ministries. Due to fluctuations in market values and the uncertainty regarding the timing of any disposition, the extent of such liability is not determinable and has not been recorded in the financial statements. During the year, there were no dispositions which would require a liability to be recorded to MCSS or the MOH.

CHOICES Association Inc.
Notes to Financial Statements

March 31, 2015

3. Long-term Debt

	2015	2014
Mortgage - \$4,057 monthly payments of principal and interest at 3.182% semi-annually, secured by Carlisle and Rockton Residences, maturing November 2014	\$ -	\$ 627,626
Mortgage - \$3,764 monthly payments of principal and interest at 2.16% semi-annually, secured by Carlisle and Rockton Residences, maturing November 2019	597,503	-
Mortgage - \$2,054 monthly payments of principal and interest at 4.66% annually, secured by Silver Court Residence, maturing February 2018	157,263	174,163
Mortgage - \$2,544 monthly payments of principal and interest at 4.66% semi-annually, secured by Mohawk Residence, maturing January 2018	192,746	213,761
	947,512	1,015,550
Less: Current portion	72,342	67,036
	\$ 875,170	\$ 948,514

Principal repayments for the next five years and thereafter are as follows:

2016	\$	72,342
2017		74,941
2018		302,734
2019		34,797
2020		23,617
Thereafter		439,081
	\$	947,512

CHOICES Association Inc.
Notes to Financial Statements

March 31, 2015

4. Ministry of Housing Capital Reserve

The Ministry of Housing Capital Reserve Fund has been established to provide for the future major expenditures of the residences. The Association increases this reserve each year by \$2,748.

5. Internally Restricted Reserve Fund

On April 24, 2012, the Board of Directors resolved to create an Internally Restricted Reserve Fund with proceeds from the sale of the Hildegard residence. Funds in the amount of \$123,000 are restricted for use for future real estate purchases or as directed by the Board of Directors.

6. Economic Interest

The Association has an economic interest in CHOICES Foundation Inc. (the "Foundation"). The objective of the Foundation is to pursue fundraising activities, which may benefit the Association. The net assets reported by the Foundation are \$816,937 (2014 - \$822,416).

During the year, the Association paid the Foundation building and vehicle rental amounts as follows:

	<u>2015</u>	<u>2014</u>
Purchased services - Dennis Street	\$ 24,564	\$ 24,564
Purchased services - Meaghan Street	14,241	14,241
Vehicle operation - Silver	9,010	4,776
Vehicle operation - Big Win	9,426	3,864

7. Contingencies

There are certain legal claims outstanding that have arisen in the normal course of business. Although the final outcomes cannot be predicted with certainty, the Association, based upon a thorough review of the facts and advice of counsel, believes that the ultimate disposition of these issues will not have a materially adverse effect on the Association's financial position or results of operations.

CHOICES Association Inc.
Notes to Financial Statements

March 31, 2015

8. Comparative Amounts

The comparative amounts presented in the financial statements have been reclassified to conform to the current year's presentation.

9. Financial Instrument Risks

Credit Risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Association is exposed to credit risk resulting from the possibility that a customer or counterparty to a financial instrument defaults on their financial obligations. The Association is subject to credit risk through its accounts receivable. This risk has not changed from the prior year.

Interest Rate Risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Association is exposed to interest rate risk arising from the possibility that changes in interest rates will affect the fair value of its long-term debt. This risk has not changed from the prior year.

Liquidity Risk

Liquidity risk is the risk that the Association encounters difficulty in meeting its obligations associated with its financial liabilities. Liquidity risk includes the risk that, as a result of operational liquidity requirements, the Association will not have sufficient funds to settle a transaction on the due date; will be forced to sell financial assets at a value, which is less than what they are worth; or may be unable to settle or recover a financial asset. Liquidity risk arises from the Association's accounts payable and accrued liabilities and long-term debt. This risk has not changed from the prior year.

CHOICES Association Inc.
Notes to Financial Statements

March 31, 2015

10. Administrative Expenses

The Association's administrative expenses are allocated based on project costs which are based on management's best estimate on the service or effort expended, as follows:

	2015	2014
Expenses		
Employee salaries	\$ 295,752	\$ 374,717
Employee benefits	84,987	75,181
Insurance	23,865	4,194
Miscellaneous (recovery)	(2,446)	843
Purchased services	118,086	41,656
Rent	47,455	35,553
Repairs and maintenance	9,115	8,708
Staff training	7,337	537
Staff travel	2,769	2,059
Supplies	8,823	9,593
Utilities	6,048	5,772
	\$ 601,791	\$ 558,813
 Allocation to programs		
Day Programs	\$ 101,101	\$ 78,723
Family Home Program	41,292	34,490
Supported Independent Living Program	21,872	17,953
Group Living Support Program	427,566	413,705
Passport Program	-	5,782
Small Water Works Program	1,800	-
Ministry of Housing Program	8,160	8,160
	\$ 601,791	\$ 558,813