**Financial Statements** 

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# **INDEPENDENT AUDITOR'S REPORT**

To the Members of Alzheimer Society of Alberta and Northwest Territories

#### Qualified Opinion

We have audited the financial statements of Alzheimer Society of Alberta and Northwest Territories (the Society), which comprise the statement of financial position as at July 31, 2021, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the *Basis for Qualified Opinion* section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Society as at July 31, 2021, 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.

#### Basis for Qualified Opinion

In common with many not-for-profit organizations, the Society derives revenue from fundraising activities and donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Society. Therefore, we were not able to determine whether any adjustments might be necessary to fundraising and donation revenues, excess of revenues over expenses, and cash flows from operations for the year ended July 31, 2021, current assets and net assets as at July 31, 2021.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Society in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

#### Other Matter

The financial statements for the year ended July 31, 2020 were audited by another auditor who expressed a Qualified Opinion on November 19, 2020.

#### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the 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.

In preparing the financial statements, management is responsible for assessing the Society's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Society or to cease operations, or has no realistic alternative but to do so.

Independent Auditor's Report to the Members of Alzheimer Society of Alberta and Northwest Territories *(continued)* 

Those charged with governance are responsible for overseeing the Society's financial reporting process.

#### Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Society's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Society's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Society to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

King + Company

Edmonton, AB December 8, 2021

CHARTERED PROFESSIONAL ACCOUNTANTS

## **Statement of Financial Position**

As at July 31, 2021

	2021	2020
ASSETS		
CURRENT Cash (Note 2) Accounts receivable (Notes 8, 9) Goods and services tax recoverable Prepaid expenses	\$ 5,223,469 228,150 10,131 100,504	\$ 3,977,544 123,423 43,828 132,647
	5,562,254	4,277,442
INVESTMENTS (Note 3)	1,564,116	1,410,248
EQUIPMENT AND LEASEHOLD IMPROVEMENTS (Note 4)	 364,273	407,782
	\$ 7,490,643	\$ 6,095,472
LIABILITIES		
CURRENT Accounts payable and accrued liabilities Current portion of deferred lease inducement ( <i>Note 5</i> ) Current portion of deferred rent ( <i>Note 5</i> )	\$ 115,765 35,239 5,001	\$ 241,460 35,239 5,001
	156,005	281,700
DEFERRED CONTRIBUTIONS RELATED TO OPERATIONS (Note 6)	846,472	877,804
DEFERRED LEASE INDUCEMENT (Note 5)	246,671	281,910
DEFERRED RENT (Note 5)	 54,578	47,643
	 1,303,726	1,489,057
<b>NET ASSETS</b> Investment in equipment and leasehold improvements Operating reserve ( <i>Note 7</i> ) Internally restricted for research ( <i>Note 7</i> ) Externally restricted for research ( <i>Note 7</i> ) Innovation reserve ( <i>Note 7</i> ) Capital replacement reserve ( <i>Note 7</i> ) Unrestricted	 364,273 1,600,000 1,950,000 12,679 50,000 41,029 2,168,936 6,186,917	407,782 1,600,000 2,000,000 - - 598,633 4,606,415
	\$ 7,490,643	\$ 6,095,472

Director

ON BEHALF OF THE BOARD Dary Jacobe Blains Ellis

Director

# Statement of Operations

	2021	2020
REVENUES		
Schedule of Contributions (Schedule 1)	\$ 1,558,573	\$ 2,349,001
Alzheimer Society of Canada (Note 8)	891,817	578,805
Other revenues (Note 9)	842,959	470,637
Grants	836,091	456,876
Investment	190,477	153,915
Lease inducement (Note 5)	 35,239	35,239
	 4,355,156	4,044,473
EXPENSES		
Programs and services (Schedule 3)	1,560,316	1,835,913
General and administration (Schedule 3)	610,831	729,144
Fund development (Schedule 3)	461,523	697,766
Research (Note 10)	 141,984	424,050
	 2,774,654	3,686,873
EXCESS OF REVENUES OVER EXPENSES	\$ 1,580,502	\$ 357,600

	equ	vestment in upment and leasehold provements	Operating reserve	r	Internally estricted for research	Externally estricted for research	Innovation reserve	I	Capital replacement reserve	1	Unrestricted	2021	2020
NET ASSETS - BEGINNING OF YEAR Excess (deficiency) of revenues over expenses Transfers (Note 7) Purchase of equipment and leasehold improvements	\$	407,782 (57,071) - 13,562	\$ 1,600,000 245,069 (245,069) -	\$	2,000,000 (50,000) -	\$ - (91,984) 104,663 -	\$ - 50,000 -	\$	- 54,591 (13,562)	\$	598,633 1,534,488 35,815 -	\$ 4,606,415 1,580,502 - -	\$ 4,248,815 357,600
NET ASSETS - END OF YEAR	\$	364,273	\$ 1,600,000	\$	1,950,000	\$ 12,679	\$ 50,000	\$	41,029	\$	2,168,936	\$ 6,186,917	\$ 4,606,415

# Statement of Cash Flows

	2021	2020
OPERATING ACTIVITIES		
Excess of revenues over expenses	\$ 1,580,502	\$ 357,600
Items not affecting cash:	, ,	,
Amortization of equipment and leasehold improvements	54,591	56,180
Deferred rent	6,935	6,936
Loss (gain) on disposal of equipment and leasehold improvements	2,479	(31,903)
Amortization of deferred lease inducement	 (35,239)	(35,239)
	 1,609,268	353,574
Changes in non-cash working capital:		
Accounts receivable	(104,726)	251,633
Goods and services tax recoverable	33,697	(22,309)
Prepaid expenses	32,143	(61,737)
Accounts payable and accrued liabilities	(125,695)	(433,853)
Deferred contributions related to operations	 (31,332)	(55,375)
	 (195,913)	(321,641)
Cash flow from operating activities	 1,413,355	31,933
INVESTING ACTIVITIES		
Proceeds on disposal of investments	-	690,314
Proceeds on disposal of equipment and leasehold improvements	-	59,390
Purchase of investments	-	(1,000,000)
Purchase of equipment and leasehold improvements	(13,562)	(22,391)
Increase in fair market value of investments	 (153,868)	205,204
Cash flow used by investing activities	 (167,430)	(67,483)
INCREASE (DECREASE) IN CASH	1,245,925	(35,550)
CASH - BEGINNING OF YEAR	 3,977,544	4,013,094
CASH - END OF YEAR	\$ 5,223,469	\$ 3,977,544

#### Year Ended July 31, 2021

#### NATURE OF OPERATIONS

The Alzheimer Society of Alberta and Northwest Territories ("AS AB/NT" or the "Society") was formed under the Societies Act of Alberta by an amalgamation on May 24, 2004 of the separately incorporated Alzheimer Societies of Alberta, Edmonton, Grande Prairie, Lethbridge, Medicine Hat and Red Deer. The Society is also affiliated with the Alzheimer Society of Canada as these organizations each have the same goals and objectives.

The mission of Alzheimer Society of Alberta and Northwest Territories is to heighten the awareness about Alzheimer's disease and related dementia, to provide support services to those impacted by the disease and to fund research.

The Society is a registered charity for income tax purposes and accordingly is exempt for income tax purposes.

#### 1. SIGNIFICANT ACCOUNTING POLICIES

#### **Basis of Presentation**

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

#### **Revenue Recognition**

Alzheimer Society of Alberta and Northwest Territories 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 received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

Casino revenue is recognized as the funds are expended in accordance with Alberta Gaming, Liquor, and Cannabis Commission guidelines.

Restricted grant funding used for acquiring equipment and related to expenses is recorded as deferred grant revenues and is amortized on the same basis and according to the same rates as the related fixed assets or to income and eligible expenses are incurred. Grant funding for current expenses is recorded as revenue.

Government assistance for current expenses is recorded as current revenue.

Revenue from all other sources is included in revenue in the year in which it is received or receivable and collection is reasonably assured.

#### Allocation of Expenses

The society allocates expenses based on a review and assessment made by management. The allocation of these costs are based on the usage of the resources by the respective program.

(continues)

#### 1. SIGNIFICANT ACCOUNTING POLICIES (continued)

#### **Contributed Services and Gifts In Kind**

The operations of the organization depend on both the contribution of time by volunteers and donated materials from various sources. The fair value of donated materials and services cannot be reasonably determined and are therefore not reflected in these financial statements.

Gift in kind for which a fair market value can be reasonably obtained and which have been receipted for income tax purposes are recorded at the receipted amounts as unrestricted contributions. Gifts in kind no receipted for income tax purposes have not been recorded in these financial statements.

#### Financial Instruments

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.

#### <u>Cash</u>

Cash and restricted cash is comprised of cash held in financial institutions.

#### Investments

Investments for which there are quoted prices in an active market are carried at fair value. Unrealized gains or losses are reported as part of net income. Investments for which there is not an active market are carried at amortized cost except when it is established that their value is impaired. Impairment losses, or reversal of previously recognized impairment losses, are reported on the statement of operations.

#### **Equipment and leasehold improvements**

Equipment and leasehold improvements are stated at cost or deemed cost less accumulated amortization. Equipment and leasehold improvements are amortized over their estimated useful lives on a declining balance basis at the following rates and methods:

Computer equipment	5 years	straight-line method
Furniture and fixtures	5 years	straight-line method
Leasehold improvements	10 years	straight-line method

The society regularly reviews its equipment and leasehold improvements to eliminate obsolete items.

#### **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 revenues in the period in which they become known. Actual results could differ from these estimates.

Year Ended July 31, 2021

## 2. CASH

Cash is restricted for the following:

	 2021	2020
<u>Funds for Deferred Contributions Related to Operations</u> Externally restricted by the Government of Alberta (Note 6) Internally restricted for Hockey Tournament (Note 6)	\$ 462,859 223,957	\$ 309,501 216,197
Externally restricted for expenses approved by the Alberta Gaming, Liquor, and Cannabis Commission (Note 6) Externally restricted for operating grants (Note 6)	98,871 60,785	125,376 226,730
	846,472	877,804
Funds for Restricted Net Assets		
Internally restricted for research (Note 7)	1,950,000	2,000,000
Internally restricted for operating reserve (Note 7)	1,600,000	1,600,000
Internally restricted for innovation reserve (Note 7)	50,000	-
Internally restricted for capital replacement reserve (Note 7)	41,029	-
Externally restricted for research (Note 7)	12,679	-
	 3,653,708	3,600,000
Unrestricted (deficiency)	 723,289	(500,260)
	\$ 5,223,469	\$ 3,977,544

#### 3. INVESTMENTS

Investments consist of the following funds held for the benefit of the organization.

	 2021	2020
utual funds	\$ 1,564,116	\$ 1,410,248

#### 4. EQUIPMENT AND LEASEHOLD IMPROVEMENTS

	 Cost	 cumulated ortization	N	2021 et book value	2020 Net book value
Leasehold improvements Computer equipment Furniture and fixtures	\$ 422,161 126,245 32,882	\$ 95,327 94,625 27,063	\$	326,834 31,620 5,819	\$ 367,689 31,178 8,915
	\$ 581,288	\$ 217,015	\$	364,273	\$ 407,782

#### 5. DEFERRED RENT AND LEASE INDUCEMENT

The Society entered into a lease agreement on October 26, 2018 to lease the Edmonton office space for a 10year period. As part of this agreement, the Society received free rent for the fixturing period of 120 days plus free rent for the first month of each of the first 5 years. The value of this free rent is being amortized over the total lease period of 124 months. As of July 31, 2021, \$59,579 (2020 - \$52,644) has been recorded as deferred rent. This is broken down into the current portion of \$5,001 (2020 - \$5,001) and the long-term portion of \$54,578 (2020 - \$47,643)

As part of the above lease, the Society also received a lease inducement of \$364,134 to cover leasehold improvements made. Similarly to the above, the lease inducement is being amortized over the 124-month term of the lease. As of July 31, 2021, the deferred lease inducement is \$281,910 (2020 - \$317,149). This is broken down into the current portion of \$35,239 (2020 - \$35,239) and the long-term portion of \$246,671 (2020 - \$281,910).

#### 6. DEFERRED CONTRIBUTIONS RELATED TO OPERATIONS

Deferred contributions related to operations consist of unspent contributions externally restricted for expenses approved by the Society's funders and restricted bingo and casino proceeds from Alberta Gaming, Liquor, and Cannabis Commission (AGLC). Recognition of these amounts as revenue is deferred to periods when the specified expenditures are made. Changes in the deferred contributions related to operations for the year are as follows:

	 Gaming	C	Operational	2021	2020
Balance, beginning of year Funding received Funding repaid Revenue recognized	\$ 125,376 46,497 (73,002)	\$	752,428 834,633 (2,500) (836,960)	\$ 877,804 881,130 (2,500) (909,962)	\$ 933,179 1,607,988 (1,663,363)
Balance, end of year	\$ 98,871	\$	747,601	\$ 846,472	\$ 877,804

Notes to Financial Statements

#### Year Ended July 31, 2021

#### 7. RESTRICTED NET ASSETS

The Board of Directors may choose to establish internal restrictions which govern the use of asset held by the Society.

As of July 31, 2021 the Board has internally restricted an operating reserve of \$1,600,000 (2020 - \$1,600,000). This reserve was establish to ensure the Society has funds to cover operating expenses for a 6-month period. Any surplus in excess of the Society's operating requirements may be designated to the operating reserve by the Board of Directors. In addition to the surplus amounts, the Board of Directors have allocated any earnings on the investment accounts to the operating reserve which totaled \$245,069 for the year ending July 31, 2021 (2020 - \$153,915).

As of July 31, 2021, the Board has internally restricted \$1,950,000 (2020 - \$2,000,000) for research purposes related to the prevention and treatment of Alzheimer's disease. In the current year, \$50,000 (2020 - \$197,201) of this fund was spent on research.

During the year ending July 31, 2021, the Society received donations externally restricted for research of \$104,663 (2020 - \$226,849). Of this amount, \$91,984 was spent on research during the year (2020 - \$226,849), leaving \$12,679 restricted for future research expenditures (2020 - \$nil).

As of July 31, 2021 the Board has internally restricted \$50,000 (2020 - \$nil) for the innovation reserve, the purpose of which is to fund the exploring and pursuing of opportunities, ideas, and innovations that further the mission of the organization.

As of July 31, 2021 the Board has internally restricted a capital asset replacement reserve for the purpose of replacing capital assets. In the current year, an amount equal to amortization of \$54,591 has been allocated to this reserve, offset by capital purchases of \$13,562.

#### 8. RELATED PARTY TRANSACTIONS

During the fiscal year, the Society was involved in the following transactions with the Alzheimer Society of Canada.

	 2021		
REVENUES			
Direct mail campaign	\$ 904,494	\$	712,002
Donations	387,810		184,254
Bequests	159,537		207,547
Memorials	87,981		41,355
Other	 19,120		23,502
	 1,558,942		1,168,660
EXPENSES			
Direct mail campaign	(454,724)		(378,844)
Research	(115,029)		(110,590)
Operating	 (97,372)		(100,421)
	\$ 891,817	\$	578,805

(continues)

Year Ended July 31, 2021

#### 8. RELATED PARTY TRANSACTIONS (continued)

Included in accounts receivable balance is \$160,981 receivable from the Alzheimer Society of Canada.

The Society is related to the Alzheimer Society of Canada, by virtue of its membership in the national organization. While control and ownership does not exist between or among either of these entities, the two levels of societies (national and provincial) work closely together to achieve their common goals of alleviating the personal and social consequences of Alzheimer disease and to promote the search for a cause and a cure.

Transactions with related parties all arise from commitments to distribute a portion of contributions received which are to fund the various objectives of the national and provincial levels of the Societies. Accordingly, all transactions are valued and recorded at their cash amounts. These transactions are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

#### 9. GOVERNMENT ASSISTANCE

#### **Canada Emergency Wage Subsidy**

The society has been approved for the Canada Emergency Wage Subsidy in the amount of \$711,217 (2020 - \$388,098) which has been credited to the statement of operations as other income. As at July 31, 2021, \$657,001 has been received and \$54,216 has been recorded as accounts receivable.

#### Canada Emergency Rent Subsidy

The society has been approved for the Canada Emergency Rent Subsidy in the amount of \$98,899 (2020 - \$nil) which has been credited to the statement of operations as other income. As at July 31, 2021, \$86,696 has been received and \$12,203 has been recorded as accounts receivable.

#### **10. RESEARCH FUNDING**

The society regularly commits to funding various research grants. These grants are provided to eligible research scientists whose projects address research focused on Alzheimer disease and related dementia's in areas covering the understanding the fundamental mechanisms of the disease and improving the quality of life of those with Alzheimer's disease.

During the year, the society issued grants to the University of Alberta Novel Therapy grant totaling \$75,000. The society has also committed \$50,000 to the Governors of the University of Lethbridge for the Hope for Tomorrow research program, which is part of a commitment to provide \$1,000,000 over a 3 year period beginning on May 1, 2018, of which \$50,000 is remaining to be paid out.

Additional research expenditures during the year totaled \$16,984.

#### **11. LEASE COMMITMENTS**

The society entered into leases for office space in Edmonton, Lethbridge, Grande Prairie, Fort Curacy, Yellowknife, and Red Deer. The lease terms vary from monthly tenancy to 15 years. Commitments related to rental agreements are as follows:

2022	\$ 237,104
2023	229,816
2024	244,033
2025	221,641
2026	221,641
Thereafter	 584,817
	\$ 1,739,052

#### **12. FINANCIAL INSTRUMENTS**

The society 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 society's risk exposure and concentration as of July 31, 2021.

#### Liquidity Risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The society is exposed to this risk mainly in respect of its receipt of funds from its funders and donors, and other related sources including and accounts payable and accrued liabilities.

#### **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 society manages exposure through its normal operating and financing activities. The society is exposed to interest rate risk primarily through its interest rates on investments.

#### **13. COMPARATIVE FIGURES**

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

## Schedule of Contributions

(Schedule 1)

CONTRIBUTIONS	2021			
Bequests	\$ 505,566	\$	537,663	
Other Donations	493,572		627,431	
Fundraising	406,113		1,038,838	
Memorials	 153,322		145,069	
	\$ 1,558,573	\$	2,349,001	

Schedule of Hockey Tournament

(Schedule 2)

Year Ended July 31, 2021

		2021	2020		
REVENUES	<u>\$</u>	54,478	\$	627,562	
EXPENSES					
Consulting		57,154		59,696	
Advertising		3,507		28,730	
Supplies		3,274		2,960	
Other		1,079		-	
Salaries and benefits		-		49,974	
Bank charges		-		16,023	
Rentals and fees		-		2,517	
Travel		-		308	
		65,014		160,208	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$	(10,536)	\$	467,354	

As a result of the COVID-19 pandemic, the hockey tournament scheduled for April 2021 was cancelled. However, prior to the cancellation of the tournament, contributions were received and expenses were incurred as shown above. As of July 31, 2021 a total of \$223,957 of contributions have been deferred to the 2022 tournament.

# Schedule of Expenses

Year Ended July 31, 2021

(Schedule 3)

	Pr	ograms and Services	De	Fund velopment	eneral and ninistration	2021	2020
Human Resources							
Salaries and benefits	\$	1,117,722	\$	296,371	\$ 354,421	\$ 1,768,514	\$ 2,258,411
Contract services		136,635		63,971	4,049	204,655	133,987
Staff training and volunteer development		13,405		3,324	28,746	45,475	44,960
		1,267,762		363,666	387,216	2,018,644	2,437,358
Travel and Meetings							
Staff		484		344	1,541	2,369	12,577
Board and executive		-		-	215	215	7,754
		484		344	1,756	2,584	20,331
Office Facilities							
Rent, repairs and utilities		217,771		42,838	57,925	318,534	367,267
Insurance		-		-	7,452	7,452	9,749
		217,771		42,838	65,377	325,986	377,016
Operating							
Amortization of equipment and leasehold							
improvements		-		-	54,591	54,591	56,180
Program materials		19,824		22,307	11,311	53,442	73,881
Office supplies		12,197		2,866	37,079	52,142	67,449
Telecommunications		27,576		3,898	5,534	37,008	39,683
Bank charges		11		15,349	16,248	31,608	58,763
Professional fees		-		-	21,551	21,551	50,831
Advertising		1,512		7,366	5,125	14,003	43,153
Equipment rentals		6,866		1,110	1,954	9,930	11,673
Postage and courier		3,880		426	1,797	6,103	11,197
Printing		2,001		761	177	2,939	8,242
Registration and subscriptions		367		592	230	1,189	2,240
Director's liability insurance		-		-	885	885	867
Repairs and maintenance		65		-	 -	 65	 3,959
		74,299		54,675	156,482	285,456	428,118
Total	\$	1,560,316	\$	461,523	\$ 610,831	\$ 2,632,670	\$ 3,262,823