

**TOWN
OF
GANANOQUE**

**COMMUNITY GRANTS
PROGRAM**

2016

Gananoque Community Grants Program

C3. In addition to items noted in C1, please outline below your organization's sources of operating revenue. This will assist in our financial review of your organization.

Revenue Sources (be specific)	Amount Received (previous financial yr.)	Current Budget (projected)
Membership Fees	3100	3000
Program Fees / Fees for Service	1500	700
Other (non-Town) Government Funding		
Other Grants	62800	61000
Fundraising	21590	36800
Sponsorship	500	500
Donations	6440	4200
Gifts In Kind	0	0
Other (please specify)	0	0
Total Revenues:	\$95,930	\$106,200

C4. TOWN OF GANANOQUE COMMUNITY GRANTS

DATE: Sept 21, 2016

APPLICATION FOR: (Select One) GROUP PROJECT: X INDIVIDUAL: _____ TRAVEL: _____

ORGANIZATION'S NAME: Volunteer Centre of St. Lawrence-Rideau

ADDRESS & POSTAL CODE: PO Box 191, 105 Strowger Blvd, Brockville ON

TELEPHONE: 613-498-2111 Ext226 EMAIL: Manager@volunteercentre.ca FAX: 613- 498-2116

PRESIDENT OR CEO: Harold Hess-Centre Manager TELEPHONE: 613-498 2111 Ext 226

CONTACT PERSON: Harold Hess TELEPHONE: 613-498 2111 Ext 226

NUMBER TOWN MEMBERS: served 220 citizens in2016 NUMBER OTHER MEMBERS: 33 agencies in Leeds Grenville

MEMBERSHIP FEE: \$100 for non-profits SERVICE/CLIENT FEE: no charge for service

FUNDING AMOUNT REQUESTED: \$ 2000.00

Post Event/Service RESULTS

<p>1. DESCRIBE PROJECT. Since 1987, in partnership with the Canada Revenue Agency, the Volunteer Centre of St. Lawrence-Rideau has offered, at no charge, a Community Volunteer Income Tax Program to seniors, low income individuals and families, single parents, disabled individuals, students, and shut-ins. Volunteers complete and electronically file annual income tax returns for these individuals, ensuring they have access to the benefits and returns that they rely on. This program has run in the Town of Gananoque for 10 years and currently is available from mid-February to April 30, (tax season) and currently uses space at the CPHC offices on Herbert Street. We are asking for funding support from the Town of Gananoque to be able to continue to offer an on-site service at more regular times during our peak months with intake occurring daily with the support of a part time Administrative assistance. In 2016, 2 dedicated volunteers were available part time in Gananoque, doing intake and completing and filing 220 individual tax files. The volunteers provided the service at the CPHC office on Herbert Street. This program will continue this year with the expectation of increasing our available hours and thus our impact in supporting the needs of local citizens. We also hope to increase in-home appointments when feasible for citizens unable to attend our clinic locations.</p>	<p>-We hope to increase our impact in Gananoque by increasing our completed files by 20%.</p>
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Gananoque Community Grants Program

<p>2. HOW WILL THE PROJECT ENHANCE THE TOWN OF GANANOQUE? <i>The Town of Gananoque has been one of 5 communities who have had this program at a limited level over the last 10 years. We want to grow the program with a part time administrator to support intake and coordination of appointments, thus supporting the tax volunteers. We see this added support will assist more citizens and will ensure that these citizens will receive government benefits. The part-time Administrator would be able to do intake of more applications, allowing the tax volunteers to focus on completing and e-filing the tax forms. The Volunteer Centre also hopes to recruit more volunteers in Gananoque to support this program.</i></p>	<p>-Supporting the needs of Gananoque citizens within their community.</p>
<p>3. PLEASE ATTACH THE BUDGET SHOWING ALL EXPENDITURES AND ALL SOURCES OF REVENUE REGARDING THIS PROJECT. (Include the budget for this project showing expenditures and all sources of cash revenue as well as Donations in kind.)</p>	
<p>4. WHAT ARE YOUR FUNDRAISING ACTIVITIES AND/OR SPONSORSHIP PLANS FOR THE UPCOMING YEAR? -Our main fund raiser is The Dancing Stars of Leeds Grenville event-support the overall operation of the Volunteer Centre activities. The Community Volunteer Income Tax Program (CVITP) is only one of several programs in Leeds Grenville -We will be applying to the United Way of Leeds Grenville for support -We have applied to the Ross W. McNeil Foundation. This foundation has supported the volunteer income tax program in 5 locations, including Gananoque -We have applied to the Township of Leeds and the Thousand Islands for funds to expand the CVITP in the township in 2017. We hope this part-time Administrator will assist the program in the township.</p>	<p>-\$20,000 -\$14,000 -\$ 600 -\$ 1500</p>
<p>5. IF YOUR GRANT REQUEST IS APPROVED, HOW WILL YOU NOTIFY THE COMMUNITY ABOUT YOUR RECEIPT OF FUNDS? -We will send out a media release about the support. It will be identified by social media and we will identify on our web page. -Our posters promoting the program will identify the support of the Town of Gananoque.</p>	
<p>6. HOW WILL YOU BE AFFECTED IF THE GRANT IS NOT APPROVED OR IF A REDUCED AMOUNT IS GRANTED? -It not approved, we will continue the program as we have run it but it will not be able to grow without the support of the part time Administrator.</p>	
<p>7. HOW WILL YOU EVALUATE AND MEASURE THE SUCCESS OF YOUR PROPOSAL? We will keep a record of citizens served throughout the program and will provide a short survey to clients for their feedback.</p>	
<p>8. ADDITIONAL INFORMATION (Please attach any relevant information)</p>	

Gananoque Community Grants Program

PRES/CEO SIGNATURE: Board Chair - Wendy Galloway

CONTACT SIGNATURE: Centre Manager - Harold Hess

* All grant recipients are required to prepare a final report on how the grant monies were expended, and the level of success of their project – see section C of the Community Grant Policy.

C5.* Proposal Budget

Please note the following:

- If your request is for equipment or facility upgrades, a written quote (estimate) from a supplier or contractor is required. Please attach to your application.
- If your request is for a facility upgrade to a site you do not own, please include a letter permitting this work to be done (if funding is approved) from the facility owner.

Should full financial support not be recommended for your proposal, it will be helpful to know which items you view as the most critical part of your request. Please complete the priority ranking section in the chart below for this purpose (1 = highest priority/most needed).

Expected Costs Description	\$ Amount	Priority	Expected Funding Sources		Requested
			\$ Amount		
			Other grants sources	1500	
Salary & Source deductions (Salary \$13/hr X 208 hours)	\$3000	1	Town Community Grants Committee	1500	
Refurbished Laptop Computer	\$400	2	Town Community Grants Committee	\$400	
Supplies (paper, ink)	\$100	3	Town Community Grants Committee	\$100	
Sub-Total:	\$3500		Sub-Total:	\$3500	

Funding Request: \$ \$2000.00

In-Kind Contributions (donation of space, materials, etc.)

Contribution	Estimated \$ Value	Donor	Confirmed	Requested

Gananoque Community Grants Program

Office Work space	\$1250	CPHC Office-Herbert St. , Gananoque		
Total:	\$1250			

* Please refer to sample (next page) provided for assistance on completing this section of the application.

SAMPLE

Proposal Budget (to be completed by ALL Applicants)

Expected Costs Description	\$ Amount	Priority	Expected Funding Sources	\$ Amount	Confirmed	Requested
1. Training for Volunteers (2 sessions X \$75/coach X 25 coaches)	\$3,750.00	1	Membership Fees Town Community Grants Committee	\$1,875.00 \$1,875.00		
2. Equipment (quote attached) (10 bats x \$100 each + tax)	\$1,130.00	2	Town Community Grants Committee	\$1,130.00		
3. Storage Containers (quote attached) (48 units needed x 26.50 each) + tax	\$1,437.36	3	Own Savings Account (12 units) Town Community Grants Comm. (36 units)	\$ 359.34 \$1,078.02		
Sub-Total:	\$6,317.36		Sub-Total:	\$6,317.36		

Funding Request: \$ 4,084.00 = total (rounded) of expected funding source
(Town Community Grants Committee shown as requested items)

Gananoque Community Grants Program

In-Kind Contributions (donation of space, materials, etc.)

Contribution	Estimated \$ Value	Donor	Confirmed	Requested
Training Space				
\$20/hour x 7 hours x 2 sessions	\$280.00	123 Cares Inc.		
Refreshments for training	\$200.00	Groceries 4 You		
Total:	\$480.00			



Volunteer Centre of St. Lawrence-Rideau
building on our past, forging our future... building volunteer community together

105 Strowger Blvd , PO Box 191
Brockville, Ontario
K6V 5V2
www.volunteercentre.ca

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Toll free: 800-926-0777
Fax: 613-498-2116
info@volunteercentre.ca

Board of Directors
Volunteer Centre of St. Lawrence-Rideau
2016-2017

Lisa Cyr-Auld
Austin de Luis
Wendy Galloway
Donny McGee
Sue Poldervaart
Elsie Van Rooi.



A United Way Member Agency

**Growing Community
through Volunteerism**

Volunteer Centre 2016 - OPERATING BUDGET

	Forecast Total year
REVENUE	
4020 Donations	3,802
4020 Corporate Donations	500
4030 Memberships	1,825
4035 Workshop Delivery	340
4036 Program Revenue	0
4040 Fundraising Events	8,132
4043 Aquatarium	29,426
4050 United Way	13,997
4076 Grant - Senior4Kids	4,400
4077 MCI- CTW	26,300
4078 General Grants	0
4090 Income Tax Program	8,000
4110 Equipment Rental Revenue	200
4120 DSLG	56,008
Wage Subsidy	11,934
TOTAL REVENUE	164,871
EXPENSES	
PROGRAM EXPENSES	
Seniors4Kids	0
Education/Leadership	10
Advertising	1,505
5037 DSLG Expense	26,777
5043 CARING AWARDS	330
5080 Income Tax Program	4,936
5085 MCI Project Costs	1,821
5105 Workshop Delivery Expense	229
Event Expenses	679
Aquatarium - Marketing	515
Aquatarium - Misc	300
5160 Vol. Appreciation	291
Total Program Expenses	37,392
OPERATING EXPENSE	
5301 Bank Charges	240
5302 Credit Card Expense	274
5321 Telephone Expense	122
5324 Web Site	475
5350 Office Supplies	846
5360 Membership Dues	451
5410 Professional Acctg.	2,417
5420 Bookkeeping	3,851
5430 Strategic Planning Costs	2,080
5530 Training & Conferences	350
5612 Mileage	200
5760 Miscellaneous Expense	121
Fund Developemt	1,431
5762 Insurance - Director's	838
5763 Insurance - Liability	2,144
5764 Rent	9,800
Total Operating Expenses	25,640
5800 Wages & Benefits	
5813 Salary	92,453
5814 EI Expense	2,438
5815 CPP Expense	3,976
Total 5830 Wages & Benefits	98,868
Total Expense	161,900
Net Income	2,972

VOLUNTEER CENTRE OF ST. LAWRENCE-RIDEAU
Financial Statements
Year ended December 31, 2015

VOLUNTEER CENTRE OF ST. LAWRENCE-RIDEAU
Year ended December 31, 2015

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Independent Auditor's Report

To the Members of
Volunteer Centre of St. Lawrence-Rideau
Brockville, Ontario

Report on the Financial Statements

We have audited the accompanying financial statements of Volunteer Centre of St. Lawrence-Rideau, which comprise the balance sheet as at December 31, 2015, and the statements of operations and 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 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 opinion.

Other Matters

In common with many charitable and non-profit organizations, the organization derives revenue from fundraising and donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the organization and we were not able to determine whether any adjustments might be necessary to fundraising and donation revenues, excess of revenue over expenditures, assets and fund balances.

Authorized to Practice Public Accounting by the Institute of Chartered Accountants of Ontario

290 GEORGE ST., P.O. BOX 969, PRESCOTT, ON. K0E 1T0 | TELEPHONE: 613-925-0145 | FAX: 613-925-2790

website: www.durandcaners.com

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 fundraising and donations referred to in the preceding paragraph, these financial statements present fairly, in all material respects, the financial position of Volunteer Centre of St. Lawrence-Rideau as at December 31, 2015 and the results of its operations and the changes in its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Durand and Associates

Prescott, Ontario
May 4, 2016

DURAND AND ASSOCIATES
PROFESSIONAL CORPORATION

VOLUNTEER CENTRE OF ST. LAWRENCE-RIDEAU

Balance Sheet

December 31, 2015, with comparative figures for December 31, 2014

	2015	2014
Assets		
Current assets:		
Cash (note 2)	\$ 38,513	\$ 43,316
Accounts receivable	11,758	2,167
HST recoverable	3,896	4,344
Prepaid expenses	1,696	1,336
	<u>\$ 55,863</u>	<u>\$ 51,163</u>
Liabilities and Net Assets		
Current liabilities:		
Accounts payable and accrued liabilities	\$ 1,242	\$ 1,146
Withholding taxes payable	3,293	2,010
Deferred contributions	36,711	24,283
	<u>41,246</u>	<u>27,439</u>
Net assets - page 4	<u>14,617</u>	<u>23,724</u>
	<u>\$ 55,863</u>	<u>\$ 51,163</u>

Approved by the Board:

_____ Director

_____ Director

VOLUNTEER CENTRE OF ST. LAWRENCE-RIDEAU

Statement of Operations and Net Assets

Year ended December 31, 2015, with comparative figures for 2014

	2015	2014
Revenue:		
United Way	\$ 28,000	\$ 26,000
Donations	6,442	8,987
Fundraising - Schedule 1A	61,587	58,186
Memberships	3,100	3,300
Miscellaneous grants	35,083	27,221
Other revenue	1,420	100
Project management	25,809	13,152
Wage subsidy	13,956	1,998
	<u>175,397</u>	<u>138,944</u>
Expenditures:		
Advertising and promotion	1,872	1,039
Dues and fees	401	407
Fundraising - Schedule 1B	41,037	32,123
Income tax program	3,049	4,519
Insurance	2,952	2,989
Miscellaneous	95	892
Moving expenses	764	-
Office	3,476	6,885
Professional fees	6,038	6,361
Programs and activities	4,985	2,902
Rent	16,800	7,182
Salaries and benefits	101,098	71,376
Telephone	895	4,033
Training and conferences	622	1,227
Travel	420	832
	<u>184,504</u>	<u>142,767</u>
Deficiency of revenues over expenditures	(9,107)	(3,823)
Net assets - beginning of the year	23,724	27,547
Net assets - end of the year	<u>\$ 14,617</u>	<u>\$ 23,724</u>

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

VOLUNTEER CENTRE OF ST. LAWRENCE-RIDEAU

Schedules to Statement of Operations

Year ended December 31, 2015, with comparative figures for 2014

	2015	2014
Schedule 1A: Fundraising Revenues:		
Community Walk	\$ -	\$ 4,598
Dancing with the Stars	26,736	16,760
Wine and Food Festival	32,361	36,828
Miscellaneous	2,490	-
	<u>\$ 61,587</u>	<u>\$ 58,186</u>
Schedule 1B: Fundraising Expenditures:		
Community Walk	\$ -	\$ 1,657
Dancing with the Stars	7,639	3,630
Wine and Food Festival	32,802	26,359
Miscellaneous	596	477
	<u>\$ 41,037</u>	<u>\$ 32,123</u>

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

VOLUNTEER CENTRE OF ST. LAWRENCE-RIDEAU
Statement of Cash Flows
Year ended December 31, 2015, with comparative figures for 2014

	2015	2014
Cash provided by (used in):		
Operations:		
Cash receipts	\$ 178,234	\$ 139,869
Cash paid to suppliers and employees	(183,037)	(140,317)
Decrease in cash	(4,803)	(448)
Cash - beginning of the year	43,316	43,764
Cash - end of the year (note 2)	\$ 38,513	\$ 43,316

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

VOLUNTEER CENTRE OF ST. LAWRENCE-RIDEAU.

Notes to Financial Statements
Year ended December 31, 2015

Purpose of the organization:

The Volunteer Centre of St. Lawrence-Rideau (formerly the Volunteer Bureau of Leeds and Grenville) was registered without share capital on July 14th, 2000 under the Ontario Corporation Act as a not-for-profit organization and is a registered charity under the Income Tax Act.

1. Significant accounting policies:

(a) Basis of presentation:

These financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations.

(b) Cash and cash equivalents:

Cash is defined as cash on hand, cash on deposit, and short-term deposits with maturity dates of less than 90 days, net of cheques issued and outstanding at the reporting date.

(c) 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 received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

(d) Use of estimates:

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the year. Actual results could differ from management's best estimates as additional information becomes available in the future.

(e) Contributed services:

Volunteers contribute numerous hours per year to assist the organization in carrying out its service delivery activities. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

2. Cash:

	2015	2014
Unrestricted	\$ 34,225	\$ 40,874
Restricted	4,288	2,442
	\$ 38,513	\$ 43,316

Funds from Ontario Lottery sources must be segregated into a separate bank account and can only be used for specified purposes.

VOLUNTEER CENTRE OF ST. LAWRENCE-RIDEAU

Notes to Financial Statements

Year ended December 31, 2015

3. Financial instruments:

The carrying amount of accounts receivable, prepaid expenses, and accounts payable approximates their fair value because of the short-term maturities of these items.

Unless otherwise noted, it is the board's opinion that the organization is not exposed to significant interest rate, currency or credit risks arising from its financial statements.

VOLUNTEER CENTRE OF ST. LAWRENCE-RIDEAU
Financial Statements
Year ended December 31, 2014

VOLUNTEER CENTRE OF ST. LAWRENCE-RIDEAU
Year ended December 31, 2014

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Independent Auditor's Report

To the Members of
Volunteer Centre of St. Lawrence-Rideau
Brockville, Ontario

Report on the Financial Statements

We have audited the accompanying financial statements of Volunteer Centre of St. Lawrence-Rideau, which comprise the balance sheet as at December 31, 2014, and the statements of operations and 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 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 opinion.

Other Matters

In common with many charitable and non-profit organizations, the organization derives revenue from fundraising and donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the organization and we were not able to determine whether any adjustments might be necessary to fundraising and donation revenues, excess of revenue over expenditures, assets and fund balances.

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 fundraising and donations referred to in the preceding paragraph, these financial statements present fairly, in all material respects, the financial position of Volunteer Centre of St. Lawrence-Rideau as at December 31, 2014 and the results of its operations and the changes in its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Durand and Associates

Prescott, Ontario
June 3, 2015

DURAND AND ASSOCIATES
PROFESSIONAL CORPORATION

VOLUNTEER CENTRE OF ST. LAWRENCE-RIDEAU

Balance Sheet

December 31, 2014, with comparative figures for December 31, 2013

	2014	2013
Assets		
Current assets:		
Cash (note 2)	\$ 43,316	\$ 43,764
Accounts receivable	2,167	2,414
HST recoverable	4,344	4,717
Prepaid expenses	1,336	1,587
	<u>\$ 51,163</u>	<u>\$ 52,482</u>
Liabilities and Net Assets		
Current liabilities:		
Accounts payable and accrued liabilities	\$ 1,147	\$ 480
Withholding taxes payable	2,010	851
Deferred contributions	24,283	23,604
	<u>27,440</u>	<u>24,935</u>
Net assets - page 4	<u>23,723</u>	<u>27,547</u>
	<u>\$ 51,163</u>	<u>\$ 52,482</u>

Approved by the Board:

 Director

 Director

VOLUNTEER CENTRE OF ST. LAWRENCE-RIDEAU
Statement of Operations and Net Assets
Year ended December 31, 2014, with comparative figures for 2013

	2014	2013
Revenue:		
United Way	\$ 26,000	\$ 26,000
Donations	4,492	1,170
Fundraising - Schedule 1A	58,186	82,553
Income tax program	4,494	3,598
Memberships	3,300	4,200
Miscellaneous grants	27,221	37,676
Other revenue	100	2,050
Project management	13,152	5,957
Wage subsidy	1,998	6,500
	<u>138,943</u>	<u>169,704</u>
Expenditures:		
Advertising and promotion	1,039	986
Dues and fees	407	293
Fundraising - Schedule 1B	32,123	44,688
Income tax program	4,519	2,200
Insurance	2,989	3,267
Miscellaneous	892	915
Office	6,885	3,511
Professional fees	6,361	5,083
Programs and activities	2,902	4,226
Rent	7,182	7,055
Repairs and maintenance	-	206
Salaries and benefits	71,376	76,456
Telephone	4,033	4,438
Training and conferences	1,227	273
Travel	832	2,729
	<u>142,767</u>	<u>156,326</u>
Excess (deficiency) of revenues over expenditures	(3,824)	13,378
Net assets - beginning of the year	27,547	14,169
Net assets - end of the year	<u>\$ 23,723</u>	<u>\$ 27,547</u>

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

VOLUNTEER CENTRE OF ST. LAWRENCE-RIDEAU

Schedules to Statement of Operations

Year ended December 31, 2014, with comparative figures for 2013

	2014	2013
Schedule 1A: Fundraising Revenues:		
Community Walk	\$ 4,598	\$ 7,558
Dancing with the Stars	16,760	12,737
Wine and Food Festival	36,828	62,258
	<u>\$ 58,186</u>	<u>\$ 82,553</u>
Schedule 1B: Fundraising Expenditures:		
Community Walk	\$ 2,134	\$ 3,102
Dancing with the Stars	3,630	2,864
Wine and Food Festival	26,359	38,722
	<u>\$ 32,123</u>	<u>\$ 44,688</u>

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

VOLUNTEER CENTRE OF ST. LAWRENCE-RIDEAU
Statement of Cash Flows
Year ended December 31, 2014, with comparative figures for 2013

	2014	2013
Cash provided by (used in):		
Operations:		
Cash receipts	\$ 140,242	\$ 173,696
Cash paid to suppliers and employees	(140,690)	(157,241)
Increase (decrease) in cash	(448)	16,455
Cash - beginning of the year	43,764	27,309
Cash - end of the year (note 2)	\$ 43,316	\$ 43,764

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

VOLUNTEER CENTRE OF ST. LAWRENCE-RIDEAU

Notes to Financial Statements
Year ended December 31, 2014

Purpose of the organization:

The Volunteer Centre of St. Lawrence-Rideau (formerly the Volunteer Bureau of Leeds and Grenville) was registered without share capital on July 14th, 2000 under the Ontario Corporation Act as a not-for-profit organization and is a registered charity under the Income Tax Act.

1. Significant accounting policies:

(a) Basis of presentation:

These financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations.

(b) Cash and cash equivalents:

Cash is defined as cash on hand, cash on deposit, and short-term deposits with maturity dates of less than 90 days, net of cheques issued and outstanding at the reporting date.

(c) 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 received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

(d) Use of estimates:

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the year. Actual results could differ from management's best estimates as additional information becomes available in the future.

(e) Contributed services:

Volunteers contribute numerous hours per year to assist the organization in carrying out its service delivery activities. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

2. Cash:

	2014	2013
Unrestricted	\$ 40,874	\$ 42,586
Restricted	2,442	1,178
	\$ 43,316	\$ 43,764

Funds from Ontario Lottery sources must be segregated into a separate bank account and can only be used for specified purposes.

VOLUNTEER CENTRE OF ST. LAWRENCE-RIDEAU

Notes to Financial Statements

Year ended December 31, 2014

3. Financial instruments:

The carrying amount of accounts receivable, prepaid expenses, and accounts payable approximates their fair value because of the short-term maturities of these items.

Unless otherwise noted, it is the board's opinion that the organization is not exposed to significant interest rate, currency or credit risks arising from its financial statements.