Financial Statements
Year Ended March 31, 2021

## MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

The financial statements of Canadian Parents for French - Saskatchewan Inc. have been prepared in accordance with Canadian accounting standards for not-for-profit organizations. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances. These statements include certain amounts based on management's estimates and judgments. Management has determined such amounts based on a reasonable basis in order to ensure that the financial statements are presented fairly in all material respects.

The integrity and reliability of Canadian Parents for French - Saskatchewan Inc.'s reporting systems are achieved through the use of formal policies and procedures, the careful selection of employees and an appropriate division of responsibilities. These systems are designed to provide reasonable assurance that the financial information is reliable and accurate.

The Board of Directors is responsible for ensuring that management fulfills its responsibility for financial reporting and is ultimately responsible for reviewing and approving the financial statements. The Board of Directors have reviewed and approved these financial statements.

The financial statements have been audited on behalf of the members by Virtus Group Chartered Professional Accountants & Business Advisors LLP, in accordance with Canadian generally accepted auditing standards.

Karen Pozniak - Executive Director	Janet Loseth - President



#### INDEPENDENT AUDITOR'S REPORT

To the Members of Canadian Parents for French - Saskatchewan Inc.

#### Opinion

We have audited the financial statements of Canadian Parents for French - Saskatchewan Inc. (the Organization), which comprise the statement of financial position as at March 31, 2021, and the statements of revenues and expenditures, 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, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at March 31, 2021, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

#### Basis for Opinion

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 Organization in accordance with 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 these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Emphasis of Matter**

We draw attention to Schedules 1 through 6 to the financial statements, which provide allocations of the amounts reported on the statement of revenues and expenditures between the six projects and reporting centers of the Organization. We were not engaged to provide assurance on the allocations used to determine the amounts reported on these schedules, and as such, those allocations are unaudited. Readers are cautioned that the information may not be appropriate for their purposes.

#### Other Matter

Our report on these financial statements is provided solely for the use by the Organization and should not be used for any other purposes

The financial statements for the year ended March 31, 2020 were audited by another Chartered Professional Accounting firm who expressed an unmodified opinion on those financial statements on September 15, 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 ASNPO, 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 Organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Independent Auditor's Report to the Members of Canadian Parents for French - Saskatchewan Inc. *(continued)* 

Those charged with governance are responsible for overseeing the Organization'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 Organization'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 Organization'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 Organization 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.

Saskatoon, Saskatchewan September 29, 2021

CHARTERED PROFESSIONAL ACCOUNTANTS

Virtus Grouplet



Statement of Financial Position March 31, 2021

		2021		2020
ASSETS				
Current				
Cash	\$	220,734	\$	143,397
Accounts receivable		-		4,621
Goods and services tax recoverable		1,849		3,096
Inventory		11,700		13,276
Prepaid expenses		2,449		1,829
		236,732		166,219
Capital assets (Note 3)		4,961		1,832
Lending library		412		412
	\$	242,105	\$	168,463
LIABILITIES AND NET ASSETS				
Current				
Accounts payable and accrued liabilities	\$	6,020	\$	7,597
Employee liabilities	Φ	10,733	Φ	4,641
Deferred revenue (Note 4)		87,487		21,416
		104,240		33,654
Net assets				
Endowment fund (Note 6)		91,867		91,867
Unrestricted fund		25,037		25,110
Contingency fund (Note 7)		16,000		16,000
Capital asset fund		4,961		1,832
		137,865		134,809
	\$	242,105	\$	168,463

Significant event (Note 11)

Lease commitments (Note 8)

Approved by the Directors	
	Director
	Director

Statement of Revenues and Expenditures Year Ended March 31, 2021

		2021		2020
Count management				
Grant revenues	¢	115 010	φ	170 106
Canadian Heritage (Note 9)	\$	115,240	\$	179,196
Canadian Heritage - OL Support Grant (Note 9)		25,386		21,084
French Education Branch (Note 9)		138,500		138,500
Human Resources Development Canada		24,298		17,137
		303,424		355,917
Other revenues				
Advertising		-		100
Donations		_		890
Interest		494		962
Memberships and registration fees		4,662		28,886
		5,156		30,838
		-		
		308,580		386,755
Expenditures				
Amortization		755		458
Awards and bursaries		7,343		3,911
Chapter rebates		-		6,403
Computer maintenance		675		-
Delivery, freight and express		1,116		1,741
Food		-		1,603
Honoraria		7,002		4,854
Insurance		135		628
Interest and bank charges		1,283		1,420
Language Support project		14,500		21,084
Meeting and workshop space		-		4,138
Memberships		3,172		5,548
Office furniture and fittings		1,967		2,147
Office supplies		1,936		1,810
Photocopying		967		1,530
Professional fees		10,850		13,821
Project supplies		20,161		7,783
Publicity		1,083		8,157
Rental		25,828		27,428
Salaries and wages		191,195		183,465
Telephone and internet		8,918		5,098
Travel		6,638		63,527
		305,524		366,554
		•		
Excess of revenues over expenditures for the year	\$	3,056	\$	20,201

Statement of Changes in Net Assets

	Er	ndowment fund	Uı	nrestricted fund	Co	ontingency fund	Ca <sub>l</sub>	pital asset fund	2020	2019
Net assets - beginning of year	\$	91,867	\$	25,110	\$	16,000	\$	1,832	\$ 134,809	\$ 117,608
Excess of revenues over expenditures for the year		_		3,811		-		(755)	3,056	20,201
Purchase of capital assets		-		(3,884)		-		3,884	-	-
Mary Joyce Booth Scholarships (Note 6)				<u>-</u>					<u>-</u>	(3,000)
Net assets - end of year	\$	91,867	\$	25,037	\$	16,000	\$	4,961	\$ 137,865	\$ 134,809

Statement of Cash Flows Year Ended March 31, 2021

		2021		2020
Operating activities			_	
Excess of revenues over expenditures for the year	\$	3,056	\$	20,201
Item not affecting cash:		755		450
Amortization of capital assets		755		458
	,	3,811		20,659
Changes in non-cash working capital:				
Accounts receivable		4,621		(3,235)
Goods and services tax recoverable		1,247		222
Inventory		1,576		452
Prepaid expenses		(620)		862
Accounts payable and accrued liabilities		(1,577)		(1,905)
Employee liabilities		6,092		4,111
Deferred revenue		66,071		21,416
		77,410		21,923
Cash flow from operating activities		81,221		42,582
Investing activities				
Purchase of capital assets		(3,884)		-
Payment of Mary Joyce Booth Scholarship		-		(3,000)
Cash flow used by investing activities		(3,884)		(3,000)
Increase in cash flow		77,337		39,582
Cash - beginning of year		143,397		103,815
Cash - end of year	\$	220,734	\$	143,397

Notes to Financial Statements Year Ended March 31, 2021

### 1. Purpose of the organization

Canadian Parents for French - Saskatchewan Inc. (the "organization") is a not-for-profit organization incorporated provincially under the Non-profit Corporations Act of Saskatchewan. As a registered charity the organization is exempt from the payment of income tax under Section 149(1) of the Income Tax Act.

The organization furthers bilingualism by promoting and creating opportunities for students to learn and use French. It is a nationwide, research-informed, volunteer organization that champions the opportunity to learn and use French for all those who call Canada home.

### 2. Summary of significant accounting policies

#### Basis of presentation

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

#### Measurement uncertainty

The preparation of financial statements in conformity with ASNFPO 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 expenditures during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in revenues in the period in which they become known. Significant items subject to such estimates and assumptions include the estimated useful lives of capital assets, accounts receivable and accrued liabilities. Actual results could differ from these estimates.

#### Cash

Cash includes cash on hand and deposit less cheques issued and outstanding at the reporting date.

#### **Inventory**

Inventory is valued at the lower of cost and net realizable value and consists of various items purchased for resale and promotional purposes.

#### Capital assets

Capital assets are stated at cost or deemed cost less accumulated amortization. Capital assets are amortized under the declining balance method at the following rates:

Furniture and equipment	20%
Signs	20%

(continues)

Notes to Financial Statements Year Ended March 31, 2021

### 2. Summary of significant accounting policies (continued)

### Revenue recognition

The organization follows the deferral method of accounting for contributions.

Restricted contributions (including government grants) are recognized as revenue in the year in which the related expenditures are incurred.

Unrestricted contributions (including advertising, donations, memberships, sales and other) are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is assured.

Interest is recognized as revenue when reasonable assurance exists regarding measurement and collectability.

All other revenue is recognized when the service is provided.

### Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in revenues. 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 recorded as expenditures when incurred.

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

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

#### 3. Capital assets

	Cost	cumulated nortization	N	2021 et book value	١	2020 Net book value
Furniture and equipment Signs	\$ 3,571 2,857	\$ 1,181 286	\$	2,390 2,571	\$	1,832 -
	\$ 6,428	\$ 1,467	\$	4,961	\$	1,832

### 4. Deferred revenue

	2021		
Canadian Heritage - OL Support Grant Canadian Heritage grant	\$ 23,531 63,956	\$	21,416 -
	\$ 87,487	\$	21,416

Notes to Financial Statements Year Ended March 31, 2021

#### 5. Line of credit

The organization has a line of credit available in the amount of \$35,000 with the Royal Bank of Canada. The applicable interest rate is 4.85% per annum. The line of credit was not drawn upon as at March 31, 2021 (2020 - \$nil).

#### 6. Endowment fund

The generosity and vision of the late Mary Joyce Booth will assist the organization in furthering its aims of promoting and creating French-Second-Language ("FSL") learning opportunities. In accordance to Mary Joyce Booth's will, the funds are to be used for the promotion of opportunities in the area of FSL learning.

Funds will be used, as an incumbent reserve and restricted, at the discretion of the Board of Directors. At the beginning of each fiscal year, funds will be allocated for the purpose of promoting and enhancing FSL learning opportunities.

In the unlikely event that the organization would need to close its Branch, the Mary Joyce Booth Endowment money would be used to dissolve the organization.

During the year, no scholarships were paid out to individuals from this fund (2020 - \$3,000).

### 7. Contingency fund

On May 6, 2012, the Board of Directors made a motion to establish a contingency fund to be used in the event of an emergency situation as the Branch Board shall designate, or for Branch closure.

#### 8. Lease commitments

The organization has a short term lease with respect to its premises. The lease term is from April 1, 2019 to March 31, 2021. The organization entered into a lease renewal agreement from April 1, 2021 to March 31, 2024.

The organization also has a five year lease agreement for a copier machine. The lease term is from December 19, 2016 to December 19, 2021.

Future minimum lease payments as at March 31, 2021, are as follows:

	Premises		Copier		Total	
2022	\$	24,575	\$	1,611	\$	26,186
2023		25,440		-		25,440
2024	\$	25,440	\$	-	\$	25,440

#### 9. Economic dependence

The organization receives a significant portion of its revenues from Canadian Heritage and the Saskatchewan Ministry of Education. The organization generated funding of \$140,626 (2020 - \$200,280) from the Canadian Heritage which represents 46% (2020 - 51%) of revenues. The organization generated funding of \$138,500 (2019 - \$138,500) from Saskatchewan Ministry of Education which represents 46% (2020 - 36%) of revenues. Should these contributions to the organization substantially decrease, continued viable operations would be doubtful.

Notes to Financial Statements Year Ended March 31, 2021

#### 10. Financial instruments

The organization 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 organization's risk exposure and concentration as of March 31, 2021.

#### Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The organization is exposed to credit risk from customers. In order to reduce its credit risk, the organization conducts regular reviews of its existing customers' credit performance. The organization has a significant number of customers which minimizes concentration of credit risk. There has been no change to the risk exposure from 2020.

### Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The organization is exposed to this risk mainly in respect of its receipt of funds from its customers and other related sources, and accounts payable and accrued liabilities. There has been no change to the risk exposure from 2020.

## 11. Significant event

On March 11, 2020, COVID-19 was declared a global pandemic by the World Health Organization and has caused significant economic uncertainty. The pandemic has resulted in federal and provincial regulations that could impact the organization's ability to generate revenue. The financial impact of the pandemic to the organization is undeterminable, but may be significant.

#### 12. Schedules (Unaudited - see Independent Auditor's Report)

The organization allocates revenues and expenditures as reported on the statement of revenues and expenditures between various projects and reporting centres. These allocations are determined by the organization and are illustrated on the schedules attached to these financial statements.

Administration (Schedule 1)

		2021		2020
Grant revenues				
Canadian Heritage	\$	38,896	\$	41,331
Saskatchewan Ministry of Education	Ψ	25,572	Ψ	25,572
Cachatoriowan Willion y or Education		20,072		20,012
		64,468		66,903
Other revenues				
Donations		_		890
Interest		494		962
Memberships and registration fees		2,562		28,886
Sales		-		100
		3,056		30,838
		67,524		97,741
Expenditures				
Amortization		755		458
Delivery, freight and express		189		-
Insurance		135		628
Interest and bank charges		-		1,067
Memberships		182		178
Office furniture, fittings and supplies		1,967		2,147
Office supplies		1,225		<sup>′</sup> 597
Professional fees		12,133		13,821
Rental		25,828		27,428
Salaries and wages		20,897		26,738
Telephone and internet		337		336
Travel		485		3,786
Workers' Compensation		335		356
		64,468		77,540
Excess of revenues over expenditures for the year	\$	3,056	\$	20,201

Advocacy and Liaison Year Ended March 31, 2021 (Schedule 2)

	2021	2020
Grant revenues		
Canadian Heritage	\$ 6,393	\$ 11,858
Saskatchewan Ministry of Education	14,119	14,119
	20,512	25,977
Other revenues		
Memberships and registration fees	525	
	21,037	25,977
Expenditures		
Awards and bursaries	-	156
Interest and bank charges	-	90
Memberships	50	-
Office supplies	161	383
Photocopying	209	335
Project supplies	625	50
Publicity	-	2,087
Salaries and wages	18,587	15,174
Telephone and internet	1,327	1,039
Travel	78	6,663
	21,037	25,977
Excess of revenues over expenditures for the year	\$ -	\$ 

Governance (Schedule 3)

		2021		2020	
Grant revenues					
Canadian Heritage	\$	14,262	\$	66,597	
Human Resources Development Canada	Ψ	18,983	Ψ	18,983	
Trainar Resources Bevelopment Ganada		10,000		10,000	
		33,245		85,580	
Other revenues					
Memberships and registration fees		525		-	
		33,770		85,580	
Expenditures					
Awards and bursaries		25		231	
Chapter rebates		-		6,403	
Delivery, freight and express		227		65	
Interest and bank charges		-		44	
Memberships		2,940		5,370	
Office supplies		161		330	
Photocopying		210		335	
Professional fees		-		2,445	
Project supplies		992		672	
Publicity		150		854	
Salaries and wages		26,643		36,088	
Telephone and internet		1,652		1,162	
Travel		770		31,581	
		33,770		85,580	
Excess of revenues over expenditures for the year	\$	-	\$	_	

Information (Schedule 4)

		2021		2020	
Grant revenues					
Canadian Heritage	\$	11,458	\$	21,711	
Saskatchewan Ministry of Education	Ψ	27,286	Ψ	27,286	
Cachatoriowan minory of Education		27,200		21,200	
		38,744		48,997	
Other revenues					
Memberships and registration fees		525			
		39,269		48,997	
Expenditures					
Computer maintenance		577		_	
Delivery, freight and express		98		94	
Honoraria		-		1,000	
Meeting and workshop space		_		458	
Office supplies		227		294	
Photocopying		210		335	
Project supplies		625		89	
Publicity		348		3,126	
Salaries and wages		35,420		36,958	
Telephone and internet		1,732		1,338	
Travel		32		5,305	
		39,269		48,997	
Excess of revenues over expenditures for the year	\$	-	\$	-	

Youth Programs (Schedule 5)

	2021		2020	
Grant revenues				
Canadian Heritage	\$ 44,231	\$	37,699	
Saskatchewan Ministry of Education	52,540		52,540	
Human Resources Development Canada	24,298		17,137	
	121,069		107,376	
Other revenues				
Memberships and registration fees	525		-	
	121,594		107,376	
Expenditures				
Awards and bursaries	7,320		3,525	
Delivery, freight and express	700		1,490	
Food	-		1,603	
Honoraria	7,002		-	
Interest and bank charges	-		220	
Meeting and workshop space	-		3,680	
Office supplies	161		294	
Photocopying	338		525	
Professional fees	_		1,409	
Project supplies	17,915		6,976	
Publicity	585		515	
Salaries and wages	78,429		68,149	
Telephone and internet	3,871		1,223	
Travel	5,273		17,767	
	121,594		107,376	
Excess of revenues over expenditures for the year	\$ 	\$		

Official Languages Support Project Year Ended March 31, 2021 (Schedule 6)

	2021	2020	
Grant revenues			
Canadian Heritage - OL Support Grant	\$ 25,386	\$ 21,084	
Expenditures			
Professional fees	14,500	10,742	
Publicity	-	5,542	
Salaries and wages	10,886	4,456	
Travel	<u>-</u>	344	
	25,386	21,084	
Excess of revenues over expenditures for the year	\$ -	\$ -	