



23rd Annual Report  
June 24, 2020

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**Extend-A-Family**  
**Annual Meeting of Members**  
7 pm on Thursday, June 24<sup>th</sup>, 2020  
zoom.us

# Agenda

1. Introductions
2. Approval of Minutes, June 9, 2019
3. Ratification of all acts and proceedings of the Directors and Officers for the term of 2019~2020
4. Auditor Report for the year ended March 31, 2020
5. Appointment of Auditor for 2020~2021
6. Nominations of Directors for 2020~2021
7. Board Report
8. Program Report
9. Adjournment of business meeting
10. Family Presentations
11. Entertainment
12. Closing Remarks

Minutes of the Annual Meeting of the Members of  
**Extend-A-Family**, held at St. Leonard’s Church  
 25 Wanless Avenue, Toronto, ON, on the 9<sup>th</sup> day of June 2019,  
 at the hour of 1:36 in the afternoon.

Present	Relationship	# attended
Brisebois Family	Natural	4
Chelliah, Victor	Alumni	1
Dauda Family	Natural	3
Ekanayake Family	Natural	5
Figliano Family	Natural	3
Filoppelli Family	Natural	4
Gharibizadeh Family	Natural	2
Hoffman Family	Natural	2
Holder, Matthew	Host	1
Houghton Family	Alumni	3
Klunder & Trusler Family	Board, Natural	1
LeClair Family	Board, Alumni	2
Leung Family	Natural	2
MacLean & Noel family	Board, Natural	3
McCloy	Alumni	2
Meek, MacKenzie	Board	1
Mhada Family	Natural	2
Mutti, Nawin	Board	1
Nait Family	Board, Natural	2
Shalana & Inqijati Family	Natural	3
Steiner Family	SSF	2
Vomisescu Family	Natural	3
Wilson, Jenn	Board	1
Wu and Chan Family	Alumni	4
Staff and staff family	Staff	9
	<b>TOTAL</b>	<b>66</b>

Elizabeth MacLean, Board Chair of Extend-A-Family took the chair, Cate Downey, Office Manager of Extend-A-Family acted as Secretary of the meeting. A quorum of the members of Extend-A-Family being present in person and notice of the meeting having been duly sent to all the directors, members and the auditors of Extend-A-Family, the meeting was declared by the Chair to be duly constituted.

## 1. Welcome

Elizabeth MacLean welcomed everyone to the Twenty-Second Annual General Meeting of the amalgamated Extend-A-Family.

Extend-A-Family will begin by acknowledging we are on land inhabited by Indigenous peoples from the beginning. In particular, the Ancestral Traditional Territories of the Ojibway, the Anishinaabe and the Mississauga’s of the New Credit, whose territory we are gathering on today. This territory is covered by the Upper Canada Treaties. We recognize and deeply appreciate their historic connection to this place. We also recognize the contributions all Indigenous peoples have made, both in shaping and strengthening this community, our province and country. This recognition of the contributions and historic importance of Indigenous peoples is connected to our collective commitment to the promise and the challenge of Truth and Reconciliation.

The Program Supervisor from the Ministry of Community and Social Services, Melani Tandon, could not be in attendance today. Voting rules were explained.

## **2. Approval of Minutes, June 10, 2018**

*It was moved by Nawin Mutti, seconded by Jenn Wilson, and unanimously carried that the minutes of the June 10, 2018 Annual General Meeting as presented be approved.*

## **3. Ratification of all acts and proceedings of the Directors and Officers for the term of 2018~2019.**

*It was moved by Jamie Lyn Brisebois, seconded by Nicole Filopelli, and unanimously carried that all acts and proceedings of the Directors and Officers of the Extend-A-Family Board for the term of April 1, 2018 to March 31, 2019 were ratified.*

## **4. Report of Treasurer for the year ended March 31, 2019.**

“Extend-A-Family Financial Statements year ended March 31, 2019” was audited by Pennylegion Chung Chartered Professional Accountants and presented by MacKenzie Meek in Stephanie Chung’s stead to the members in attendance.

*It was moved by Luigi Nait, seconded by Jamie Lyn Brisebois and unanimously carried that the Extend-A-Family Financial Statements year ended March 31, 2019 were approved.*

## **5. Appointment of Auditor for 2019~2020**

The Board recommends appointing Pennylegion Chung, Chartered Professional Accountants as Auditor for 2019~2020.

*It was moved by Luigi Nait, seconded by Fernando Silva and unanimously carried that Pennylegion Chung, CPA be appointed auditor for the fiscal period of April 1, 2019 to March 31, 2020.*

## **6. Nomination of Directors for 2019~2020**

Elizabeth MacLean, Filomena Nait, Tricia Klunder and Nawin Mutti are continuing the second part of their two-year terms. Christine LeClair, MacKenzie Meek and Jennifer Wilson wish to stand for re-nomination to the Board. No further nominations from the floor.

The nomination slate includes Christine LeClair, MacKenzie Meek and Jennifer Wilson.

*It was moved by Alex Moya, seconded by Rita Filopelli and unanimously carried that the nominees, Christine LeClair, MacKenzie Meek and Jennifer Wilson be re-elected to the Board of Directors of Extend-A-Family.*

## **7. Board Report, Elizabeth MacLean**

Refer to the report (page 6) which was distributed to the members in attendance.

## **8. Program Report, Ruth Fernandes**

Refer to the report, page 7, which was distributed to the members in attendance

## **9. Adjournment**

*It was unanimously carried that the Extend-A-Family Annual General Meeting was adjourned at 1:58pm*

# **Chair of the Board’s Report Jennifer Wilson**

Extend-A-Family has seen another successful year of transforming the lives of young people with intellectual disabilities. Each and every one of you, our stakeholders – our families, the young people that we work with, our funders, staff, board of directors, volunteers, and

community members, has contributed to our mission to foster a life of belonging for children and youth with intellectual disabilities, and to build meaningful relationships and an inclusive community.

Extend-A-Family continues to make headway on its strategic plan and is in good hands being led by Ruth Fernandes. Ruth's years of experience and her leadership style have effectively steered the organization through an ever-changing developmental service landscape.

The latter half of this year brought about the need for flexible and open leadership, and a dedicated team. In this unprecedented time, finding new ways to support young people and their families became the priority of Extend-A-Family staff. The organization has prevailed through this crisis and has transitioned many support mechanisms in order to continue its support of service-users, even learning along the way about some of the benefits of these adaptations over the long-term.

Extend-A-Family is fortunate to have a dedicated and capable team rooted in inclusive values and an engaged Board of Directors. The staff team continues to shine as their work positively impacts the lives of many families and the broader community, and the board continues to commit the time and energy needed to support this important mission.

2020 has presented a time of uncertainty, but one thing that is certain in my mind, is that Extend-A-Family continues to serve a meaningful and worthwhile purpose building strong community and supporting families in need. Thank you to each of you for sharing in our values and contributing to our mission.



# Executive Director's Report

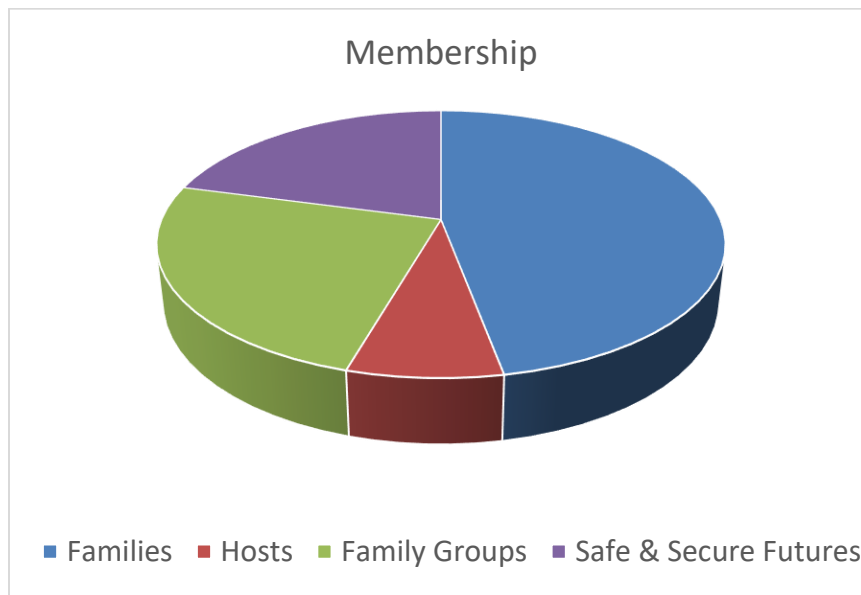
## Ruth Fernandes

Welcome to the 23rd Annual General Meeting of Extend-A-Family. This is our first virtual AGM and I want to thank you for your patience as we have navigated through this meeting.

Thank you for taking the time to be present today; your presence supports the work of Extend-A-Family.

While I share highlights from the work that Extend-A-Family has carried out over this past fiscal year, I welcome you to go over the detailed report in your AGM package.

Over the past year, our Staff at Extend-A-Family have worked creatively and conscientiously supporting 307 families, 29 hosts and collaborating with community organisations in building relationships and connections for our children and youth with developmental disabilities.



Extend-A-Family has worked collaboratively with the Toronto District School Board and the Toronto Catholic District School Board in bringing an awareness of the value of inclusion to classrooms and to the community.

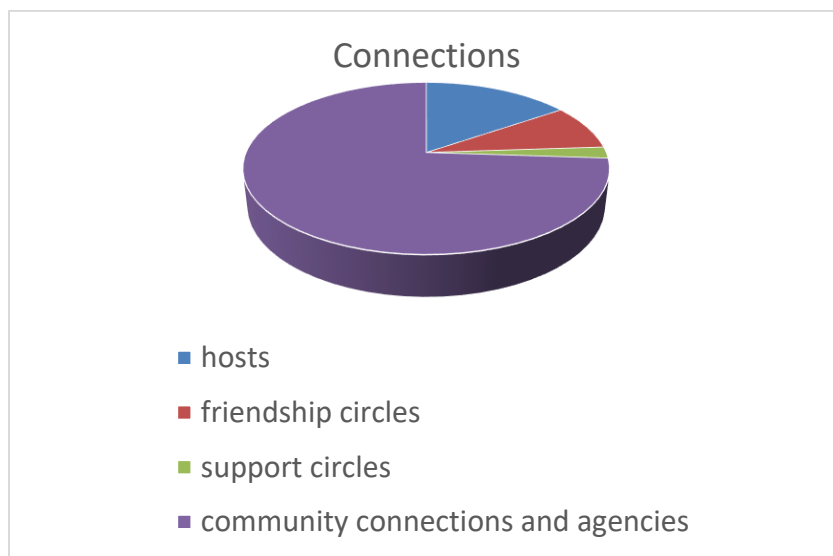
Coordinators have collaborated with school staff and facilitated twelve friendship circles and supported families at school meetings. This past year a few staff have created a unique learning opportunity for parents through the Inclusive Education

Parent Network. At this group, parents share their family's story of challenge and celebration in inclusive school settings.

Extend-A-Family offers various parent groups in the city with the intention of bringing together parents, siblings and dads to share resources, network and provide support. Parent groups are held in the east and west parts of the city. A dad’s group is held in the central part of the city. An adult sibling group is offered with the purpose of supporting, listening and offering camaraderie to each other. These groups provide a welcoming presence to participants. The ACT (Acceptance and Commitment Therapy) group helps parents and caregivers to connect with things that are important in a loving and respectful way and offers mindfulness.

The Safe and Secure Futures Networks (S&SF) are funded by the City of Toronto. The two parent groups that are held in the North and West end of the city, guide families in planning for the transitional years of their loved ones. S&SF has collaborated with Durham Association for Family Resources and Support in bringing Making the Most series to parents. Families have been guided into thinking about valued roles for their loved ones. The S&SF aims to empower families to develop a support circle for their family member. A self-care component is offered to parents and caregivers with the message that taking care of self is crucial to taking care of others.

Extend-A-Family offers a five-week workshop series on the topic of ‘sexuality and healthy relationships.’ The workshops are attended by youth and a parent or close family member. These sessions are prepared with a view to guiding our young people to learn about healthy relationships and staying safe.



EAF has offered workshops and learning opportunities this past year, on topics that support families and staff in supporting our young people in meaningful ways.

In November 2019 Talitha Tolles from the Toronto Aboriginal Support Services Council offered a training on Cultural Competency.

Also, in November, Extend-A-Family partnered with Families for a Secure Future in the screening of the film *Intelligent Lives*; a film that follows the lives of three adults with disabilities who challenge perceptions of intelligence as they navigate high school, college and the workforce.

In February of 2020 Janet Klees from Durham Association for Family Resources and Support offered a workshop on ‘Telling Your Story’.

In March of 2020 Genia Stephen, host of *The Good Things In Life*, offered a webinar on Social Isolation and what we can do about it during a Pandemic.

Each of these trainings and workshops provided the opportunity to support our learning and continue to embrace the value of inclusion in the everyday, ordinary. Families and Staff have continued to have conversations and use the resources to bring community and meaning to the lives of our young people we support.

Extend-A-Family received funding assistance from the Government of Canada through Canada Summer Jobs Funding. Extend-A-Family was able to employ 8 University students and who provided one-to-one support to 34 children and youth in a variety of inclusive day camps and community activities.

The Ministry of Community and Social Services/Ministry of Children and Youth Services provided funding which has allowed Extend-A-Family to partner with summer camp organisations namely: The Harbourfront Centre, YMCA of Simcoe Muskoka, YMCA of GTA Pinecrest and Just Bounce Trampoline Club. Through this funding support, 28 families were able to participate in inclusive summer day and overnight camps.

In February of 2020 Extend-A-Family hosted a Winter Gathering which was held at North Toronto Memorial Community Centre. 84 people participated in the gathering that included families, hosts and community members. The celebration comprised a magic show, music, games, food and an opportunity for people to meet.

A word of welcome and appreciation to Salima Hussein, Extend-A-Family’s Program Supervisor from the Ministry of Children and Youth Services, Ontario. Salima has been a wonderful source of support, guidance and information to Extend-A-Family. We are pleased to share and learn alongside Salima.

Much gratitude goes to each member of the staff at Extend-A-Family. Cate, our Office Manager, helps keep us organized and is a tremendous support to the organization. Offering appreciation to our Coordinators Kristen, Ahmad, Alyssa, Anne, Salvatore, Kim, and Marissa. We also acknowledge Jessica and Nusrat who are currently away on parental leave and welcome Rachael and Michelle who are covering for them during their time away. We



appreciate Lee who recently retired from Extend-A-Family and who worked tirelessly and was well appreciated by the families she supported. We thank Joy who stepped in and worked hard in supporting families during the interim. I would like to acknowledge our staff who are passionate about the work of inclusion, who embrace our core values and who truly work as a team, supporting one another.

While COVID-19 has impacted how Extend-A-Family can carry out its day-to-day functions, we have been fortunate in that our staff have always worked out of home offices. While working in community is not possible because of physical distancing and isolation, we have been able to make changes and provide as best as possible, support to our families through virtual means. Aspects of our operations that have continued virtually include:

- Family meetings, check ins and new family introductions
- Host meetings, check-ins and introductions
- Family group meetings
- Friendship circle meetings
- Sexuality and healthy relationship workshop sessions
- Staff meetings
- Coordinator support meetings
- Executive Director and Coordinator meetings
- Executive Director and Office Manager meetings
- Staff meetings
- Committee meetings
- Board meetings
- Audit meetings

We would like to appreciate our families, our young women and men who teach us and remind us of our commitment to the value and importance of belonging and participation. We appreciate the commitment of our hosts, school representatives and community members who walk alongside Extend-A-Family in building community through relationship!

We are grateful to Chet, our Information and Technology Consultant, who has supported us over the year. More recently he has walked us through the changes and additions to technology due to the pandemic. Chet provides guidance to the organization with our technical requirements and supports staff in addressing our day-to-day practical queries.

We are thankful to Stephanie Chung our Auditor and Chartered Professional Accountant from Pennylegion Chung, who has been our Auditor for several years and who works closely and collaboratively with us at Extend-A-Family.

We are extremely grateful to each of our Board of Directors at Extend-A-Family. We would like to thank and acknowledge Elizabeth, our former Board Chair, for her support and expertise provided to Extend-A-Family. We welcome Jenn as our new Board Chair, who has willingly taken on the role. Jenn has been on the Board for seven of years and we welcome her energy and knowledge as she guides the organization. We also welcome Ling who has been a long-time host with Extend-A-Family. We are fortunate to have a team of Board members who each bring a unique set of talents to us. We are grateful for your commitment of time and dedication to Extend-A-Family!



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**EXTEND-A-FAMILY**

**FINANCIAL STATEMENTS**

**MARCH 31, 2020**

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## INDEPENDENT AUDITOR'S REPORT

To the Members of Extend-A-Family,

### *Opinion*

We have audited the financial statements of Extend-A-Family (the organization), which comprise the statement of financial position as at March 31, 2020, and the statements of operations and 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 Extend-A-Family as at March 31, 2020 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 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 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 these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### *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 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.

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.

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550 Queen Street East, Suite 330 Toronto Canada M5A 1V2 Telephone 416/323-1335 Facsimile 416/323-0724  
**INDEPENDENT AUDITOR'S REPORT (continued)**

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional scepticism 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 your 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.

*Pennylegion Chung LLP*

Chartered Professional Accountants  
Licensed Public Accountants

May 27, 2020  
Toronto, Ontario

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Pennylegion | Chung LLP

## EXTEND-A-FAMILY

### STATEMENT OF FINANCIAL POSITION

AS AT MARCH 31, 2020

	2020	2019
<b>ASSETS</b>		
Current assets		
Cash (note 6)	\$ 121,871	\$ 101,904
Guaranteed investment certificate (note 3)	100,000	100,000
Accounts receivable	7,026	7,078
Prepaid expenses	<u>2,378</u>	<u>5,174</u>
	<u>\$ 231,275</u>	<u>\$ 214,156</u>
<b>LIABILITIES AND NET ASSETS</b>		
Current liabilities		
Accounts payable and accrued liabilities	\$ 10,301	\$ 8,481
Deferred contributions (note 4)	<u>32,485</u>	<u>6,563</u>
	<u>42,786</u>	<u>15,044</u>
Net assets		
Internally restricted (note 6)	33,553	39,654
Unrestricted	<u>154,936</u>	<u>159,458</u>
	<u>188,489</u>	<u>199,112</u>
	<u>\$ 231,275</u>	<u>\$ 214,156</u>

Approved on behalf of the Board:

\_\_\_\_\_, Director

\_\_\_\_\_, Director

see accompanying notes

Page 1

**EXTEND-A-FAMILY****STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS**

FOR THE YEAR ENDED MARCH 31, 2020

			2020	2019
	General Programs (refer to Schedule)	Other Programs	Total	Total
<b>REVENUE</b>				
Government grants (note 5)	\$ 757,056	\$ 41,387	\$ 798,443	\$ 802,475
Fundraising, interest and other	<u>-</u>	<u>3,318</u>	<u>3,318</u>	<u>3,330</u>
	<u>757,056</u>	<u>44,705</u>	<u>801,761</u>	<u>805,805</u>
<b>EXPENSES</b>				
Salaries and benefits	637,235	16,604	653,839	642,782
Programs	24,214	24,628	48,842	37,107
Occupancy	33,994	6,135	40,129	40,678
Purchased services	27,300	5,021	32,321	37,300
Administration	23,521	-	23,521	25,987
IT maintenance and support	<u>13,732</u>	<u>-</u>	<u>13,732</u>	<u>19,207</u>
	<u>759,996</u>	<u>52,388</u>	<u>812,384</u>	<u>803,061</u>
<b>EXCESS OF REVENUE OVER EXPENSES FOR THE YEAR</b>	<u>\$ (2,940)</u>	<u>\$ (7,683)</u>	(10,623)	2,744
Net assets, beginning of year			<u>199,112</u>	<u>196,368</u>
<b>NET ASSETS, END OF YEAR</b>			<u>\$ 188,489</u>	<u>\$ 199,112</u>

## EXTEND-A-FAMILY

### STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED MARCH 31, 2020

	2020	2019
<b>OPERATING ACTIVITIES</b>		
Excess of revenue over expenses for the year	\$ (10,623)	\$ 2,744
Net change in non-cash working capital items (see below)	<u>30,590</u>	<u>(6,905)</u>
Cash generated from (used for) operating activities	19,967	(4,161)
<b>INVESTING ACTIVITIES</b>		
Purchase of guaranteed investment certificate	<u>-</u>	<u>(100,000)</u>
<b>NET INCREASE (DECREASE) IN CASH FOR THE YEAR</b>	19,967	(104,161)
Cash, beginning of year	<u>101,904</u>	<u>206,065</u>
<b>CASH, END OF YEAR</b>	<u>\$ 121,871</u>	<u>\$ 101,904</u>

Net change in non-cash working capital items:

Decrease (increase) in current assets-		
Accounts receivable	\$ 52	\$ 4,908
Prepaid expenses	2,796	5,392
Increase (decrease) in current liabilities-		
Accounts payable and accrued liabilities	1,820	(3,745)
Deferred contributions	<u>25,922</u>	<u>(13,460)</u>
	<u>\$ 30,590</u>	<u>\$ (6,905)</u>

see accompanying notes



## EXTEND-A-FAMILY

### NOTES TO THE FINANCIAL STATEMENTS

MARCH 31, 2020

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Extend-A-Family (the organization) is incorporated in the province of Ontario without share capital. The organization is exempt from income tax in Canada as a registered charitable organization under the Income Tax Act (Canada).

Extend-A-Family carries out programs to further the social development of individuals with disabilities, to foster a greater community awareness of their needs, to facilitate new experiences in a home and a community environment of such persons and to develop networks between families dealing with similar issues.

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

##### Revenue recognition

The principal sources of revenue and recognition of these revenues for financial statement purposes are as follows:

- i) The organization follows the deferral method of revenue recognition for contributions, which include government grants. Contributions related to current expenses are recognized as revenue in the current year. Contributions received in the year for expenses to be incurred in the following fiscal year are recorded as deferred contributions. Contributions related to the purchase of capital assets are recorded as revenue in the same period the related assets are charged to operations.
- ii) Donated materials and services which are normally purchased by the organization are not recorded in the accounts.
- iii) Fundraising and donation revenue is recorded when funds are received.
- iv) Workshop and other fee revenue is recognized in the period in which the services are provided.
- v) Interest income is recognized as revenue when earned.

##### Basis of presentation

Revenue and expenses recorded under general programs relate to activities funded by the Ontario Ministry of Children, Community and Social Services (MCCSS).

Revenue and expenses recorded under other programs relate to all other sources of funding.

#### 2. FINANCIAL INSTRUMENTS

The organization's financial instruments, which include cash, a guaranteed investment certificate, accounts receivable and accounts payable and accrued liabilities, are initially recorded at fair value. The guaranteed investment certificate is subsequently recorded at cost plus accrued interest. All other financial instruments are subsequently measured at amortized cost, net of any provisions for impairment in value.

#### 3. GUARANTEED INVESTMENT CERTIFICATE

The guaranteed investment certificate is issued by a major Canadian chartered bank, bears interest at 1.25% and matures in April 2020.

## EXTEND-A-FAMILY

### NOTES TO THE FINANCIAL STATEMENTS

MARCH 31, 2020

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#### 4. DEFERRED CONTRIBUTIONS

Deferred contributions is as follows:

	2020	2019
Ontario Ministry of Children, Community and Social Services	\$ 22,250	\$ -
City of Toronto	<u>10,235</u>	<u>6,563</u>
	<u>\$ 32,485</u>	<u>\$ 6,563</u>

Continuity of deferred contributions for the year is as follows:

	2020	2019
Deferred contributions, beginning of year	\$ 6,563	\$ 20,023
Add cash received from government grants	824,365	789,015
Less government grant revenue recognized (note 5)	<u>(798,443)</u>	<u>(802,475)</u>
Deferred contributions, end of year	<u>\$ 32,485</u>	<u>\$ 6,563</u>

#### 5. GOVERNMENT GRANTS

Government grant revenue recognized in the year was as follows:

	2020	2019
<b>General programs</b>		
Ontario Ministry of Children, Community and Social Services		
Core funding	\$ 729,756	\$ 734,974
Respite	<u>27,300</u>	<u>33,000</u>
	<u>757,056</u>	<u>767,974</u>
<b>Other programs</b>		
City of Toronto - Safe and Secure Futures	31,628	21,865
Employment and Social Development Canada (summer students)	<u>9,759</u>	<u>12,636</u>
	<u>41,387</u>	<u>34,501</u>
	<u>\$ 798,443</u>	<u>\$ 802,475</u>

The organization acts as a financial intermediary between third party service agencies who provide fee for service programs to Extend-A-Family clients and RespiteServices.com, a Province of Ontario transfer payment agency, who provides funding for respite services. Under this arrangement, the organization transfers amounts received from RespiteServices.com to third party respite service providers. Extend-A-Family does not receive an administrative fee for this service. For the year ended March 31, 2020, the organization received \$5,175 from RespiteServices.com and paid the same amount to third party service providers (\$793 received and paid in the year ended March 31, 2019). Amounts received and paid in respect of this arrangement are not recorded in these financial statements.

## EXTEND-A-FAMILY

### NOTES TO THE FINANCIAL STATEMENTS

MARCH 31, 2020

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#### 6. INTERNALLY RESTRICTED NET ASSETS

As at March 31, 2020, net assets of \$33,553 were internally restricted for the following activities: support circles, parent groups, respite, one-on-one support at camps, community group connections, core host/host family matching, friendship circles in schools and safe and secure futures projects (\$39,654 as at March 31, 2019). These net assets represent funds earned through fundraising from Nevada break-open lottery tickets through the City of Toronto. During the year, the organization transferred \$6,101 from internally restricted net assets to unrestricted net assets to cover eligible expenses incurred in the year.

#### 7. LEASE COMMITMENT

The organization rents its office space under a lease agreement which expires on August 31, 2022. Minimum annual payments until the lease expires are as follows:

2021	\$	28,536
2022		28,536
2023		11,890

#### 8. SUBSEQUENT EVENT

On March 11, 2020, the World Health Organization declared the outbreak of a coronavirus (COVID-19) a pandemic. This presents uncertainty regarding the organization's future cash flows. The impact of social distancing may significantly impact the organization's future operations. An estimate of the financial impact of the pandemic on these financial statements is not practicable and therefore no adjustments related thereto have been made.

**EXTEND-A-FAMILY****SCHEDULE OF MCCSS REVENUE AND EXPENSES BY PROGRAM****FOR THE YEAR ENDED MARCH 31, 2020**

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	Core	Respite	Total
<b>REVENUE</b>			
Government grants (note 5)	<u>\$ 729,756</u>	<u>\$ 27,300</u>	<u>\$ 757,056</u>
<b>EXPENSES</b>			
Salaries and benefits	637,235	-	637,235
Purchased services	-	27,300	27,300
Rent	24,123	-	24,123
IT maintenance and support	13,732	-	13,732
Professional fees	9,960	-	9,960
Telephone and Internet	9,871	-	9,871
Insurance	9,490	-	9,490
Travel	7,093	-	7,093
Staff training	6,773	-	6,773
Program	5,586	-	5,586
Advertising	4,762	-	4,762
Administration	3,966	-	3,966
Office supplies	<u>105</u>	<u>-</u>	<u>105</u>
	<u>732,696</u>	<u>27,300</u>	<u>759,996</u>
<b>EXCESS OF REVENUE OVER EXPENSES FROM MCCSS PROGRAMS FOR THE YEAR</b>	<u>\$ (2,940)</u>	<u>\$ -</u>	<u>\$ (2,940)</u>