# GERSTEIN CRISIS CENTRE FINANCIAL STATEMENT MARCH 31, 2015





#### INDEPENDENT AUDITOR'S REPORT

To the Members of Gerstein Crisis Centre

I have audited the accompanying financial statements of Gerstein Crisis Centre, which comprise the statement of financial position as at March 31, 2015 and the statements of operations and surplus and cash flows for the year ended March 31, 2015 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 the Canadian accounting standards for not-for-profit organizations as modified by the Ministry of Health and Long-Term Care of the Province of Ontario's requirements as stated in Note 2, 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.

#### **Auditor's Responsibility**

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I 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.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

#### **Basis for Qualified Opinion**

In common with many not-for-profit organizations, the company derives revenue from fundraising events and donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, my verification of these revenues was limited to the amounts recorded in the records of the company and I was not able to determine whether any adjustments might be necessary to revenue, excess of revenue over expenditures, assets and organization surplus.

#### **Qualified Opinion**

In my opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material respects, the financial position of Gerstein Crisis Centre as at March 31, 2015 and the results of its operations and its cash flows for the year ended March 31, 2015 in accordance with the Canadian accounting standards for not-for-profit organizations as modified by the Ministry of Health and Long-Term Care of the Province of Ontario's requirements as stated in Note 2.

#### **Basis of Accounting**

Without modifying my opinion, I draw attention to Note 2 to the financial statements, which describes the basis of accounting. The financial statements are prepared to assist Gerstein Crisis Centre to comply with the financial reporting requirements of the Ministry of Health and Long-Term Care. As a result, the financial statements may not be suitable for another purpose.

AURORA, Ontario June 15, 2015 J.G. SHORT
CHARTERED ACCOUNTANT
Licensed Public Accountant

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# GERSTEIN CRISIS CENTRE STATEMENT OF FINANCIAL POSITION

As at March 31, 2015	2015	2014
	2010	2014
Current Assets		
Cash HST recoverable	\$ 250,971	\$ 277,872
Accounts receivable, net	44,099	50,567
Prepaid expenses	22,530	23,607
	<u>22,112</u> 339,712	37,849 389,895
Premises		
100 Charles Street East	2 500 500	0 500 500
TO STATIST STORY EDGE	<u>2,589,569</u>	<u>2,589,569</u>
	\$ <u>2,929,281</u>	\$ <u>2,979,464</u>
Current Liabilities		
Accounts payable and accrued liabilities	\$ <u>140,351</u>	\$ <u>245,156</u>
Commitments (Note 8)		
Fund Balances		
100 Charles Street East Funding (Note 7)	2,640,402	2,640,402
Ministry of Health and Long-Term Care	G 2	210 101 102
- Operating Fund (Schedule 1)	(34,384)	(73,069)
- Wellness and Recovery Program (Schedule 2)	(26,896)	(75,003)
- PSU Program (Schedule 3)	0	0
- Griffin Centre (Schedule 4)	0	ŏ
- Substance Use Crisis Service (Schedule 5)	1,412	2,775
	(59,868)	(70,294)
Donations and Fundraising		
- Support and Emergency Fund (Schedule 6)	143,791	134,692
- Wellness and Recovery Fund (Schedule 6)	30,875	0
- Reva Gerstein Legacy Fund (Schedule 6)	7,451	308
- Anne Harris Fund (Schedule 7)	26,279	29,200
	208,396	<u>164,200</u>
	2,788,930	2,734,308
APPROVED ON FEMALE OF THE	\$ <u>2,929,281</u>	\$ <u>2,979,464</u>
APPROVED ON BEHALF OF THE ASSOCIATION		
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DIRECTOR DIRECTOR		
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# GERSTEIN CRISIS CENTRE COMBINED STATEMENT OF OPERATIONS

Year Ended March 31, 2015			
	2015	2014	
Davisson		(Note 15)	
Revenues	₽ A CEE OGG	¢ 4 626 EE4	
Program funds (Note 3)  Mellinger and Receivery Program	\$ 4,655,866 34,951	\$ 4,636,554	
Wellness and Recovery Program	34,931 41,720	19,023	
City of Toronto (Note 13) Interest and other income	•	19,023	
	7,165 0	28,600	
Trillium grants	4,739,702	4,684,229	
	4,735,702	4,004,229	
Expenditures			
Salaries and benefits	3,844,135	3,806,360	
Occupancy costs	237,869	212,635	
Program	123,767	207,552	
Food	182,530	176,741	
Cleaning, repairs and maintenance	101,060	99,812	
Travel	52,614	65,920	
Contracted services	31,540	35,222	
Telephone	26,562	31,785	
Office	23,626	21,949	
Equipment lease	17,458	15,682	
Insurance	14,906	9,803	
Equipment purchases	13,256	14,426	
Bank charges	9,928	9,313	
Staff and volunteer training/education	8,900	11,081	
Audit	8,099	8,995	
Meeting expenses	6,848	8,625	
Accounting	6,295	5,757	
Legal	4,427	0	
Subscriptions and publications	3,163	2,092	
Advertising	2,455	6,039	
Sessional fees	0	537	
	<u>4,719,438</u>	<u>4,750,326</u>	
Excess (deficiency) of revenues over expenditures from operating activities	20,264	<u>(66,097</u> )	
Non-Ministry funded revenue	106,302	60,832	
Non-Ministry funded program expenditures	<u>(62,107</u> )	<u>(66,178</u> )	
Excess (deficiency) of revenues over expenditures from Non-Ministry activities	44,195	(5,346)	
Excess (deficiency) of funds from operating and Non-Ministry activities for the year	\$ <u>64,459</u>	\$ <u>(71,443</u> )	



# GERSTEIN CRISIS CENTRE STATEMENT OF CASH FLOWS

Year Ended March 31, 2015	2015		2014
Cash Flows from Operating Activities	2015		2014
Excess (deficiency) of funds from operating and Non-Ministry activities for the year	\$ 64,459	\$	(71,443)
Net change in working capital items other than cash			
(Increase) decrease in current assets Accounts receivable HST recoverable Prepaid expenses	1,077 6,468 15,737		(21,907) (522) (18,314)
Increase (decrease) in current liabilities  Accounts payable and accrued liabilities  Due to program partners	 (104,804) (17,063)	_	(46,852) (3) (159,041)
Cash Flows from Financing Activities Prior year's surplus refunded	(9,838)	_	(26,468)
Net decrease in cash during year	(26,901)		(185,509)
Cash, beginning of year	277,872	-	463,381
Cash, end of year	\$ <u>250,971</u>	\$	277,872



# STATEMENT OF OPERATIONS MINISTRY OF HEALTH AND LONG-TERM CARE OPERATING FUND CHARLES STREET AND BLOOR STREET PROGRAMS

Year Ended March 31, 2015		0014
Revenues	2015	2014
Program funds (Note 3)	\$ 3,225,068	\$ 3,225,068
City of Toronto (Note 13)	41,720	19,023
MH sessional fees	9,478	9,478
Interest and other income	7,165	52
Trillium grants	0	28,600
MH one-time grant	0	13,000
MH supplements sessional fees	10,786	<u>8,766</u>
•	3,294,217	3,303,987
Administration fees	15,000	15,000
	3,309,217	3,318,987
Expenditures		
Salaries and benefits	2,620,131	2,723,608
Occupancy costs	213,149	201,387
Food	107,814	102,881
Cleaning and maintenance	91,272	99,706
Program supplies	67,668	64,149
Travel	36,319	50,111
Telephone	19,052	22,135
Equipment lease	17,458	15,682
Office	14,542	18,450
Insurance	13,059	8,213
Bank charges	9,928	9,313
Equipment purchases	9,505	8,834
Audit	8,099	8,995
Staff and volunteer training/education	7,950	9,867
Meeting expenses	6,848	8,286
Accounting	6,295	5,757
Legal	4,427	0
Subscriptions and publications	3,163	2,092
Advertising Contracted services	2,455	6,039 19,956
Sessional fees	1,560 0	537
Sessional lees	3,260,694	3,385,998
Excess (deficiency) of revenues over expenditures for the year	48,523	(67,011)
Fund Balance, beginning of year	(73,069)	5,289
Operating Grant repayment of prior years' excess	(9,838)	(9,360)
Sessional fees - repayment of prior years' excess	0	(15,733)
Transfer from PSU Program	0	<u>13,746</u>
Fund Balance, end of year	\$ <u>(34,384</u> )	\$ <u>(73,069</u> )



Schedule 2

# STATEMENT OF OPERATIONS MINISTRY OF HEALTH AND LONG-TERM CARE OPERATING FUND

#### **WELLNESS AND RECOVERY PROGRAM**

Year Ended March 31, 2015		
	2015	2014
Program Funds (Note 3) Donations and Foundation grants allocated Program funding	\$ 34,951 	\$ 0 0 0
Expenditures Salaries and benefits Office Travel Participant expenses Food Total program costs	61,486 2,574 3,905 9,710 992 78,667	0 0 0 0 0
Excess (deficiency) of revenues over expenditures for the year	(26,896)	0
Fund Balance, beginning of year	0	0
Fund Balance, end of year	\$ <u>(26,896)</u>	\$0



Schedule 3

## STATEMENT OF OPERATIONS MINISTRY OF HEALTH AND LONG-TERM CARE OPERATING FUND

#### PRIMARY SUPPORT UNIT ("PSU") PROGRAM

Year Ended March 31, 2015				
	2015	2014		
Program Funds (Note 3)				
Program and one-time funding	\$ <u>263,316</u>	\$ <u>263,316</u>		
Expenditures				
Salaries and benefits	197,047	197,047		
Food	40,137	40,101		
Administrative	10,000	10,000		
Program supplies	9,742	9,778		
Professional fees	3,393	3,393		
Office	1,797	1,797		
Telephone	<u>1,200</u>	<u> </u>		
	<u> 263,316</u>	<u> 263,316</u>		
Excess of revenues over expenditures for the year	0	0		
Fund Balance, beginning of year	0	13,746		
Transfer to Charles Street and Bloor Street Programs	0	(13,746)		
Fund Balance, end of year	\$ <u> </u>	\$ <u> </u>		



Schedule 4

## STATEMENT OF OPERATIONS MINISTRY OF HEALTH AND LONG-TERM CARE OPERATING FUND

#### **GRIFFIN CENTRE**

Year Ended March 31, 2015		
	2015	2014
Program Funds (Note 3) Program funds Rent supplements (Note 10)	\$ 455,678 <u>24,720</u> <u>480,398</u>	\$ 455,678 11,248 466,926
Expenditures Salaries and benefits Program Rent supplement paid Contracted services	409,200 41,478 24,720 5,000 480,398	321,744 128,934 11,248 
Excess of revenues over expenditures for the year	0	0
Fund Balance, beginning of year	0	0
Fund Balance, end of year	\$ <u> </u>	\$ <u> </u>

Schedule 5

# STATEMENT OF OPERATIONS MINISTRY OF HEALTH AND LONG-TERM CARE OPERATING FUND

#### SUBSTANCE USE CRISIS SERVICE

Year Ended March 31, 2015		
	2015	2014
Program Funds (Note 3)		
Program funds	\$ <u>650,000</u>	650,000
Expenditures		
Salaries and benefits	556,271	563,961
Food	33,587	33,759
Contracted services	26,587	11,873
Travel	12,390	15,809
Telephone	6,310	8,450
Program	4,879	4,691
Computer supplies	4,319	1,328
Equipment purchases	3,751	5,592
Insurance	1,847	1,590
Staff education	950	1,214
Office	394	374
Repairs and maintenance	78	106
Meetings	0	339
	651,363	<u>649,086</u>
Excess (deficiency) of revenues over expenditures for the year	(1,363)	914
Fund Balance, beginning of year	2,775	3,236
Operating Grant repaid	0	(1,375)
Fund Balance, end of year	\$ <u>1,412</u>	\$ <u>2,775</u>



#### STATEMENT OF OPERATIONS AND FUND BALANCE

Year Ended March 31, 2015	2015	2014
		(Note 15)
WELLNESS AND RECOVERY FUND		
Revenues		
Donations	\$ 20,834	\$ 0
Foundation grants	35,000 23,716	0
Training	79,550	0
Expenditures	VIZ-NUME NAMED I	
Allocated to the Wellness and Recovery Program	34,951	0
Training materials and expenses Allocated to Anne Harris Fund	9,724	0 0
Allocated to Affile Harris Fund	4,000 48,675	0
Excess of revenues over expenditures for the year	30,875	0
Fund Balance, beginning of year	0	0
Fund Balance, end of year	\$ <u>30,875</u>	\$0
SUPPORT AND EMERGENCY FUND (See Note 2(a))		
Revenues  Donations and foundation grants	\$ 12,753	\$ 36,141
•	,,	• •
Expenditures Programs	3,654	52,525
rogians	3,034	32,323
Excess (deficiency) of revenues over expenditures for the year	9,099	(16,384)
Fund Balance, beginning of year	134,692	151,076
Fund Balance, end of year	\$ <u>143,791</u>	\$ <u>134,692</u>
REVA GERSTEIN LEGACY FUND		
Revenue		
Foundation grants	\$ 10,000	\$ 10,000
Expenditures		
Program disbursements	2,857	9,095
Excess of revenues over expenditures for the year	7,143	905
Fund Balance, beginning of year	308	<u>(597</u> )
Fund Balance, end of year	\$ <u>7,451</u>	\$308
(The accompanying notes are an integral part of the financial statements)		*

Schedule 7

#### STATEMENT OF OPERATIONS AND FUND BALANCE

Year Ended March 31, 2015		2015	2	2014
ANNE HARRIS FUND				
Revenues Honorariums and other income Donations Wellness and Recovery Fund allocation		0 0 1,000 1,000	\$ 14,5	150 <u>0</u>
Expenditures Programs  Excess (deficiency) of revenues over expenditures for the year		5 <u>,921</u> 2,921)	4,5	559 132
Fund Balance, beginning of year	•	) <u>,200</u>	19,0	
Fund Balance, end of year	\$ <u>26</u>	5,279	\$ 29,2	200



#### As at March 31, 2015

#### 1. NATURE OF ORGANIZATION

The Gerstein Crisis Centre ("Gerstein Centre") is a non-profit registered charitable corporation established in 1989 to provide a 24-hour, seven day a week crisis intervention service to individuals who are, or have been, involved in the mental health system, and who are experiencing a mental health crisis.

#### 2. SIGNIFICANT ACCOUNTING POLICIES

#### (a) Basis of Accounting

These financial statements have been prepared in accordance with the basis of accounting prescribed by the Ministry of Health and Long-Term Care. The Ministry's requirements are in accordance with Canadian accounting standards for not-for-profit organizations except for the calculation of amortization on land and buildings.

The Ministry of Health and Long-Term Care requires that the annual amortization of land and buildings be equal to the annual amortization of the capital grant provided for the acquisition of the property. Canadian accounting standards for not-for-profit organizations requires that buildings, furniture and equipment be amortized over their estimated useful lives and that land should not be amortized.

#### (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) Fund Accounting

The accounts of Gerstein Centre, as a whole, are maintained in accordance with the principles of fund accounting by which resources for various purposes are classified, for accounting and reporting purposes, into various funds relating to specific activities. The funds currently being managed are; Ministry of Health and Long-Term Care Operating Fund, Support and Emergency Fund, Anne Harris Fund, Reva Gerstein Legacy Fund and Wellness and Recovery Fund. The Gerstein Centre has adopted the basis of accounting required by the Ministry.

#### **Operating Fund**

Is funded by the Ministry of Health and Long-Term Care to fulfill the mandate of the Gerstein Centre.

#### Support and Emergency Fund, (formerly - Support Fund)

This is an unrestricted donations fund, financed through solicited and unsolicited contributions from Foundations and the general public. It is used to fund general expenses that fall within the Gerstein Centre's mandate, but that may not be included in the Ministry budget.

#### **Reva Gerstein Legacy Fund**

The fund was established during the 2008 fiscal year, thanks to a generous donation, on the occasion of Dr. Reva Gerstein's 90th birthday, by her sons Irving and Ira and their families to reflect Dr. Gerstein's commitment to psychiatric survivors. The financial commitment is \$100,000 over 10 years, of which \$70,000 has been received to date. The Fund is used to help projects that are run by and for Psychiatric Survivors, reflecting Dr. Gerstein's interest in education, research and other projects that support the independent spirit of the survivor community.

#### **Anne Harris Fund**

Established to fund out-of-province staff education. It is financed through staff contributions and honorariums given for staff training and speaking engagements.

#### **Wellness and Recovery Fund**

Established in 2014 to recognize the donations, grants and other income received for the Wellness and Recovery Program. The fund is used to finance the Wellness and Recovery Program.

Continued...



#### As at March 31, 2015

#### 2. SIGNIFICANT ACCOUNTING POLICIES - continued

#### (d) Premises & Equipment

Equipment with a cost less than \$5,000 are expensed in the year of acquisition.

Costs relating to 100 Charles Street East will be subject to amortization when the audit of the final costs for the project is complete. Final completion is expected during fiscal 2016.

#### 3. ECONOMIC DEPENDENCE

The Ministry of Health and Long-Term Care, through the Toronto Central Local Health Integration Network (LHIN) provides approximately 98% of funds received by Gerstein Centre. During the year, Gerstein Centre received \$4,655,866 (2014 - \$4,636,554) from the LHIN. Funds received in excess of actual costs are subject to refund.

#### 4. USE OF ESTIMATES

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 amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

#### 5. FINANCIAL INSTRUMENTS

Credit risk - Gerstein Centre is not subject to credit risk on its accounts receivable as they represent amounts due from various levels of government.

Currency risk - Gerstein Centre is not subject to currency risk as its operational functional currency is Canadian dollars.

Liquidity risk - Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. Gerstein Centre is exposed to this risk mainly in respect of its accounts payable.

Fair value of financial instruments - the carrying value of accounts receivable, prepaid expenses, accounts payable and accrued liabilities, and advances from program partners, approximate fair value.

Interest rate risk - Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Gerstein Centre is exposed to interest rate risk on its fixed and floating interest rate financial instruments. (Fixed-interest instruments subject the entity to a fair value risk while the floating rate instruments subject it to a cash flow risk.)

#### 6. CASH

		2013		2014
Cash on hand	\$	1,640	\$	1,650
Bank deposits		366,349		285,035
Cheques issued and outstanding	<u></u>	(117,018)	_	(8,813)
	\$ <u></u>	250,971	\$_	277,8 <u>7</u> 2

#### 7. 100 CHARLES STREET EAST FUNDING

The Ministry of Health and Long-Term Care entered into an agreement with Gerstein Centre, whereby the Ministry has provided a grant of up to \$2,832,854 to enable Gerstein Centre to purchase and renovate the 100 Charles Street East property. Gerstein Centre has agreed to repay the Ministry any proceeds realized as a result of the disposition of the assets acquired by this grant and has agreed to keep the property unencumbered, unless prior approval is received from the Ministry.

Continued...

2014

2015



#### As at March 31, 2015

#### 8. COMMITMENTS

Gerstein Centre leases the Bloor Street West property, certain office equipment and two vehicles.

#### 1045 Bloor Street West

On January 19, 2007, Gerstein Centre entered into a 15 year lease for a 14 bedroom facility. The lease commenced on October 1, 2007 initial annual rent was \$139,243 plus insurance, utilities, maintenance and applicable taxes. The lease is subject to annual increases equal to 50% of the rent increase approved under Section 129 of the Tenant Protection Act.

Future commitments under these leases, exclusive of any applicable taxes, are as follows:

		<b>Bloor Street West</b>		Vehicles		Office Equipment		TOTAL	
During the year ended March 31, 2016	\$	167,353	\$	9,121	\$	9,708	\$	186,182	
2017		167,353		9,121		9,708		186,182	
2018		167,353		4,511		9,708		181,572	
2019		167,353		3,589		5,444		176,386	
2020	_	167,353	2	598	N=	1,361	_	169,312	
	\$_	836,765	\$	26,940	\$	35,929	\$_	899,634	

#### 9. PRIMARY SUPPORT UNIT ("PSU") PROGRAM

Under an agreement dated August 1, 2008, Gerstein Centre became fund manager for the Salvation Army Primary Support Units ("PSU"), a program that provides short-term crisis support to homeless consumer/survivors in Toronto. As fund manager, Gerstein Centre receives funds from the Ministry of Health and Long-Term Care on behalf of PSU and either advances the funds to them or pays bills on their behalf. The agreement is for a two year term and will continue on a biannual basis, subject to the termination provisions of the agreement.

#### 10. GRIFFIN CENTRE

Under an agreement dated October 1, 2007, Gerstein Centre became fund manager for the Griffin Centre Transitional Housing Project, a program that provides transitional housing to homeless, dually diagnosed consumer/survivors in Toronto. As fund manager, Gerstein Centre receives funds from the Ministry of Health and Long-Term Care, on behalf of Griffin Centre, and either advances the funds to them or pays bills on their behalf. The agreement is for a one year term and will continue on a year by year basis, subject to the termination provisions of the agreement. The rental supplement portion of the advances was \$24,720.

#### 11. SUBSTANCE USE CRISIS SERVICE

Under an agreement dated August 3, 2011 between Gerstein Centre and the Toronto Central LHIN, Gerstein Centre assumed the role as Lead Health Service provider for a pilot project to address a gap in crisis services for those with problematic substance use and concurrent disorders. This project was reviewed by the Toronto Central LHIN during this fiscal year and considered for continuation.

#### 12. WELLNESS AND RECOVERY PROGRAM

This program was established in fiscal 2015, in order to recognize the focused work (including the FRESH Project) that is taking place, to support the wellness and recovery of people with lived experience. This program is funded by a grant from the Toronto Central LHIN and is further supported by an annual allocation from the Wellness and Recovery Fund.

Continued...



#### As at March 31, 2015

#### 13. CITY OF TORONTO

Under a three year agreement with the Toronto Employment and Social Services "Investing in Neighbourhoods Program", the City of Toronto provides Gerstein Centre with funding to hire up to 4 individuals on one-year contracts to fulfil specific, pre-approved job descriptions. Gerstein Centre will be required to apply for renewed participation in the program during fiscal 2016.

#### 14. INCOME TAXES

Gerstein Centre is a registered non-profit organization, and so long as it complies with the applicable provisions of the Income Tax Act (Canada), it is exempt from income taxes.

#### 15. COMPARATIVE FIGURES

Minor reclassifications have been made to prior year's amounts to conform to current year's presentation.

