

SUSTAINABILITY ACTION FUND

Financial Statements

May 31, 2016

SUSTAINABILITY ACTION FUND

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Amstutz Inc.
Comptables Professionnels Agréés

INDEPENDENT AUDITORS' REPORT

To the Members of
SUSTAINABILITY ACTION FUND

We have audited the accompanying financial statements of SUSTAINABILITY ACTION FUND which comprise the balance sheet as at May 31, 2016, and the statements of operations and changes in net assets and of 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 is 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 judgement, 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 audit opinion.

Opinion - In our opinion, the financial statements present fairly, in all material respects, the financial position of SUSTAINABILITY ACTION FUND as at May 31, 2016 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.



By: R. Amstutz, CPA auditor, CA
July 22, 2016
Montreal, Quebec

**SUSTAINABILITY ACTION FUND
BALANCE SHEET
as at May 31, 2016**

| | <u>2 0 1 6</u> | <u>2 0 1 5</u> |
|--|-------------------|-------------------|
| ASSETS | | |
| CURRENT ASSETS | | |
| Cash accounts | | |
| Caisse Desjardins | | |
| Chequing | \$ 8,806 | \$ 147,078 |
| Savings | 93,177 | 70,052 |
| Concordia University | | |
| Millenium AG1072 | 49,180 | - |
| Millenium AG1089 | 10,574 | - |
| Other | <u>89</u> | <u>30</u> |
| | 161,826 | 217,160 |
| PROPERTY AND EQUIPMENT (Note 3) | <u>734</u> | <u>1,049</u> |
| | <u>\$ 162,560</u> | <u>\$ 218,209</u> |

LIABILITIES AND NET ASSETS

| | | |
|--------------------------------------|-------------------|-------------------|
| CURRENT LIABILITIES | | |
| Accounts payable and accrued charges | \$ 9,571 | \$ 10,133 |
| Deferred revenues | <u>25,213</u> | <u>74,555</u> |
| | <u>34,784</u> | <u>84,688</u> |
| NET ASSETS | | |
| Unrestricted | <u>127,776</u> | <u>133,521</u> |
| | <u>127,776</u> | <u>133,521</u> |
| | <u>\$ 162,560</u> | <u>\$ 218,209</u> |

COMMITMENTS (Note 8)

ON BEHALF OF THE BOARD

.....Director

.....Director

The accompanying notes form an integral part of the financial statements.

SUSTAINABILITY ACTION FUND
STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS
year ended May 31, 2016

| | <u>2 0 1 6</u> | <u>2 0 1 5</u> |
|---|--------------------------|--------------------------|
| REVENUES | | |
| Student fee levies | | |
| Undergraduate | \$ 190,418 | \$ 183,654 |
| Graduate | 20,068 | 23,950 |
| Interest | <u>1,224</u> | <u>335</u> |
| | <u>211,710</u> | <u>207,939</u> |
| EXPENSES | | |
| Funding allocations (Note 7) | 106,133 | 139,321 |
| Salaries and fringe benefits | 77,235 | 72,474 |
| Operating expenses (Note 4) | 12,568 | 11,204 |
| Office expenses | 8,341 | 4,707 |
| Partnership funding allocations (Note 6) | 7,611 | - |
| Marketing | 2,956 | 1,173 |
| Event, outreach and internal projects | <u>2,611</u> | <u>2,928</u> |
| | <u>217,455</u> | <u>231,807</u> |
| (DEFICIENCY) OF REVENUES OVER EXPENSES | (5,745) | (23,868) |
| NET ASSETS, BEGINNING OF YEAR | <u>133,521</u> | <u>157,389</u> |
| NET ASSETS, END OF YEAR | \$ <u>127,776</u> | \$ <u>133,521</u> |

The accompanying notes form an integral part of the financial statements.

SUSTAINABILITY ACTION FUND
STATEMENT OF CASH FLOWS
year ended May 31, 2016

| | <u>2 0 1 6</u> | <u>2 0 1 5</u> |
|---|-------------------|-------------------|
| OPERATING ACTIVITIES | | |
| (Deficiency) of revenues over expenses | \$ (5,745) | \$ (23,868) |
| Item not affecting cash | | |
| Amortization | <u>315</u> | <u>450</u> |
| | (5,430) | (23,418) |
| Changes in non cash operating working capital | | |
| Concordia Millennium account | - | 59,654 |
| Accounts payable and accrued charges | (562) | 4,602 |
| Deferred revenues | <u>(49,342)</u> | <u>14,901</u> |
| (DECREASE) INCREASE IN CASH | (55,334) | 55,739 |
| CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR | <u>217,160</u> | <u>161,421</u> |
| CASH AND CASH EQUIVALENTS, END OF YEAR | \$ <u>161,826</u> | \$ <u>217,160</u> |

Cash and cash equivalents are comprised of cash.

The accompanying notes form an integral part of the financial statements

**SUSTAINABILITY ACTION FUND
NOTES TO THE FINANCIAL STATEMENTS
as at May 31, 2016**

1. STATUTES OF INCORPORATION AND NATURE OF ACTIVITIES

The organization, incorporated on October 4, 2007 under Part III of the Quebec Companies Act, is a not-for-profit organization and is exempt from income taxes.

The organization's objective is to inspire necessary positive changes by funding sustainable initiatives on the campus of Concordia University.

2. SIGNIFICANT ACCOUNTING POLICIES

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations and include the following significant accounting policies:

Accounting estimates

The preparation of financial statements in conformity with Canadian accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure 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 may differ from these estimates.

Revenue recognition

The organization follows the deferral method of accounting for contributions. Restricted contributions related to general operations 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.

Cash and cash equivalents

The organization's policy is to disclose cash and cash equivalents, including bank overdrafts with balances that fluctuate frequently from being positive to overdrawn and term deposits with a maturity period of three months or less from the date of acquisition.

Property and equipment

Property and equipment are recorded at cost. They are amortized over their estimated useful lives using the declining-balance method at the following annual rate:

| | |
|-------------------------|-----|
| Furniture and equipment | 15% |
|-------------------------|-----|

Financial instruments

The organization initially measures its financial assets and financial liabilities at fair value. The organization subsequently measures all its financial assets and financial liabilities at cost or amortized cost.

Financial assets measured at amortized cost include cash. Financial liabilities measured at amortized cost include accounts payable and accrued charges and deferred revenues.

**SUSTAINABILITY ACTION FUND
NOTES TO THE FINANCIAL STATEMENTS
as at May 31, 2016**

| 3. PROPERTY AND EQUIPMENT | | <u>2 0 1 6</u> | <u>2 0 1 5</u> |
|---------------------------|------------------------|---|---------------------------|
| | <u>Cost</u> | <u>Accumulated Amort- ization</u> | <u>Net Book Value</u> |
| | | <u>Net Book Value</u> | <u>Net Book Value</u> |
| Furniture and equipment | \$ <u>1,764</u> | \$ <u>1,030</u> | \$ <u>734</u> |
| | \$ <u><u>1,764</u></u> | \$ <u><u>1,030</u></u> | \$ <u><u>734</u></u> |

| 4. OPERATING EXPENSES | <u>2 0 1 6</u> | <u>2 0 1 5</u> |
|--------------------------------------|-------------------------|-------------------------|
| Professional fees | \$ 4,838 | \$ 6,145 |
| Professional development | 2,213 | - |
| Insurance | 1,668 | 1,739 |
| Board facilitator | 1,260 | 900 |
| Bank charges and government expenses | 1,024 | 1,165 |
| Honorariums | 900 | - |
| Amortization | 315 | 450 |
| Other | 264 | 255 |
| Human resources | <u>86</u> | <u>550</u> |
| | \$ <u><u>12,568</u></u> | \$ <u><u>11,204</u></u> |

5. FINANCIAL INSTRUMENTS

Risks and concentrations

The organization is exposed to various risks through its financial instruments. The following analysis provides a measure of the organization's risk exposure and concentrations at the balance sheet date.

Liquidity risk

Liquidity risk is the risk that the organization will encounter difficulty in meeting obligations associated with financial liabilities. The organization is exposed to this risk mainly in respect of its accounts payable and accrued charges.

| 6. PARTNERSHIP FUNDING ALLOCATIONS | <u>2 0 1 6</u> | <u>2 0 1 5</u> |
|--|------------------------|--------------------|
| Cinema Politica Partnership | \$ 5,000 | \$ - |
| Resetting the Frequency FASA Partnership | <u>2,611</u> | <u>-</u> |
| | \$ <u><u>7,611</u></u> | \$ <u><u>-</u></u> |

SUSTAINABILITY ACTION FUND
NOTES TO THE FINANCIAL STATEMENTS
as at May 31, 2016

| 7. FUNDING ALLOCATIONS | <u>2 0 1 6</u> | <u>2 0 1 5</u> |
|--|-------------------|----------------|
| Concordia Farmer's Market | \$ 4,863 | \$ 1,291 |
| Petit Vélo Rouge | 2,273 | - |
| Alice in Wasteland | 133 | - |
| Burritoville | 17,144 | - |
| Toxic Tour | 150 | - |
| Cycle 2 Charge | 820 | - |
| Rap Battle Against the Tar Sands 2 | 2,100 | - |
| Transform MTL | 5,000 | - |
| Anti-Colonial Dinner 2015 | 1,850 | - |
| COY 11 | 1,442 | - |
| TedX | 251 | - |
| Disestablishmentarian Journal Project | 485 | - |
| MBA Case Competition | 3,165 | - |
| Brasseurs Illumines 2016 | 1,099 | - |
| Frigo Vert | 20,000 | - |
| Pipeline Panel | 423 | - |
| Battle of Bosworth | 303 | - |
| FIFEQ | 147 | - |
| Changing Landscapes | 1,088 | - |
| Graduate Symposium | 1,346 | - |
| Business Beyond Tomorrow | 6,000 | - |
| Hive Cafe Co-op | 6,800 | - |
| Rap Battle for Gender Equality | 780 | - |
| Concordia Student Run Documentary | 2,500 | - |
| Food and Media for Community Economies | 1,111 | - |
| Future of Public Art in Montreal | 141 | - |
| Countdown to 2 degrees | 2,500 | - |
| Curriculum Project | 3,092 | 39,437 |
| Greenhouse Demo Balcony | 1,177 | 1,874 |
| Hive Window Garden | 133 | 479 |
| Insect Energy Bars | 217 | 20 |
| Student Run Food Groups Documentary ROUND 2 | 2,500 | 2,500 |
| Eco Training Weekend | 1,379 | 928 |
| Les Brasseurs Illuminés / Montreal Ale | 1,238 | 1,588 |
| The Hive | 4,084 | 8,119 |
| Seed Project | 134 | 5,538 |
| City Farm School | 3,461 | 9,742 |
| Graduate Symposium Department of Education | 400 | - |
| CURE | 335 | - |
| ACCM Documentary Theatre Project | 3,864 | - |
| Sustainable Spinning Room - We Cycle | 205 | - |
| People's Potato Garlic Project | - | 600 |
| iGEM | - | 5,000 |
| Centre For Gender Advocacy: Janet Mock Conference | - | 3,000 |
| Divest Convergence Project | - | 4,997 |
| Rooftop Garden | - | 2,156 |
| Cooking Project | - | 464 |
| School Schmool | - | 1,100 |
| Student Run Foods Groups Documentary | - | 5,000 |
| Sustainability Face to Face | - | 400 |
| JMSB MBA Case Comp | - | 4,892 |
| Cinema Politica Screening | - | 2,500 |
| Concordia Transitions Conference | - | 4,501 |
| SCPA National Education Conference | - | 600 |
| Rap Battle Against the Tar Sands | - | 3,000 |
| HEART Winter Fair | - | 1,620 |
| Modern Day Feminism Conference | - | 1,500 |
| Business Beyond Tomorrow | - | 3,000 |
| Balance forward | \$ <u>106,133</u> | <u>115,846</u> |

SUSTAINABILITY ACTION FUND
NOTES TO THE FINANCIAL STATEMENTS
as at May 31, 2016

| 7. FUNDING ALLOCATIONS (cont'd) | <u>2 0 1 6</u> | <u>2 0 1 5</u> |
|---------------------------------|-------------------|-------------------|
| Previous page | \$ <u>106,133</u> | <u>115,846</u> |
| HEART Honorariums | - | 2,775 |
| Futur is Collaborative | - | 561 |
| Luminotherapy | - | 139 |
| Cinema Politica 2015 | - | 2,500 |
| QPIRG School Schmool | - | 2,500 |
| People's Potato Sink Project | - | 288 |
| Alternative library | - | 866 |
| Sensorium | - | 1,500 |
| SAE Supermileage Car | - | 467 |
| Beekeeping Initiative | - | 743 |
| Groucho Factual Event | - | 500 |
| R4 Dish Project | - | 4,828 |
| Decriminalizing prostitution | - | 1,201 |
| District 3 | - | <u>4,607</u> |
| | \$ <u>106,133</u> | \$ <u>139,321</u> |

| 8. COMMITMENTS | <u>2 0 1 6</u> | <u>2 0 1 5</u> |
|----------------|----------------|----------------|
|----------------|----------------|----------------|

The organization has undertaken to pay the following amounts to the below mentioned projects.

| | | |
|---|------------------|------------------|
| SP - Concordia Farmer's Market | \$ 485 | \$ - |
| SP - Coop Bookstore | 2,000 | - |
| SP - Petit Vélo Rouge | 787 | - |
| SP - Solar Generator | 1,200 | - |
| SP - Sexual Violence Project | 400 | - |
| SP - MBA Case Competition | 2,835 | - |
| SP - Changing Landscapes | 857 | - |
| SP - Graduate Symposium | 654 | - |
| SP - Concordia Student Run Documentary | 2,500 | - |
| SP - Food and Media for Community Economies | 1,554 | - |
| SP - Bread and Puppet Theatre | 3,500 | - |
| SP - Greenhouse Demo Balcony | 98 | 1,276 |
| SP - Sustainable Spinning Room - We Cycle | 11,462 | - |
| SP - Curriculum Project | 17,556 | 20,648 |
| SP - Cooking Project | - | 36 |
| SP - Farmer's Market | - | 709 |
| SP - Hive Window Garden | - | 133 |
| SP - Parking for People | - | 3,500 |
| SP - Insect Energy Bars | - | 480 |
| SP - CURE | - | 360 |
| SP - Student Run Food Groups Documentary | - | 2,500 |
| ROUND 2 | - | 2,500 |
| SP - Graduate Symposium Department of Education | - | 400 |
| SP - Les Brasseurs Illuminés / Montreal Ale | - | 2,156 |
| SP - Cafe X Promotional Project | - | 342 |
| SP - Cree Youth Walkers | - | 450 |
| SP - Sustainable Spinning Room | - | 11,667 |
| SP - ACCM Documentary Theatre Project | - | 3,922 |
| SP - Eco Training Weekend | - | 1,572 |
| SP - City Farm School | - | 8,583 |
| SP - Beekeeping Initiative | - | 134 |
| SP - R4 Dish Project | - | (4) |
| SP - Decriminalizing prostitution | - | 799 |
| SP - The Hive | - | 4,380 |
| SP - Seed Project | - | <u>4,142</u> |
| | \$ <u>45,888</u> | \$ <u>68,185</u> |