

Financial Statements of

FAMILY SERVICE REGINA

Year ended March 31, 2022

FAMILY SERVICE REGINA

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March 31, 2022

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INDEPENDENT AUDITORS' REPORT

To the Members of Family Service Regina

Opinion

We have audited the financial statements of Family Service Regina (the Entity), which comprise:

- the statement of financial position as at March 31, 2022
- the statement of operations for the year then ended
- the statement of changes in net assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at March 31, 2022, and its results of 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 "**Auditors' Responsibilities for the Audit of the Financial Statements**" section of our auditors' report.

We are independent of the Entity 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 Entity'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 Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditors' 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 auditors' 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 the 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 Entity'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 Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' 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 auditors' report. However, future events or conditions may cause the Entity's 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.
- 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.

KPMG LLP

Chartered Professional Accountants

Regina, Canada
June 2, 2022

FAMILY SERVICE REGINA

Statement of Financial Position

As at March 31, 2022 with comparative information for 2021

	2022	2021
Assets		
Current assets:		
Cash	\$ 585,951	\$ 622,205
Accounts receivable	201,888	204,795
Prepaid expenses	22,582	26,045
	<u>810,421</u>	<u>853,045</u>
Investments (Note 4)	509,037	508,176
Assets held in trust (Note 5)	47,359	27,894
Property, plant and equipment (Note 6)	25,638	33,368
	<u>\$ 1,392,455</u>	<u>\$ 1,422,483</u>

Liabilities and Net Assets

Current liabilities:		
Accounts payable and accrued liabilities (Note 7)	\$ 204,188	\$ 239,745
Grants received in advance	77,350	95,365
Deferred revenue – Employee and Family Assistance Plan	42,898	36,952
	<u>324,436</u>	<u>372,062</u>
Due to Saskatchewan Nonprofit Partnership (Note 5)	47,359	27,894
Loan payable	-	30,000
Net assets:		
Unrestricted	534,676	664,496
Internally restricted – Emergency (Note 3(f))	351,254	302,782
Internally restricted – Special opportunity (Note 3(g))	134,730	-
Internally restricted – Leasehold improvements (Note 3(h))	-	25,249
	<u>1,020,660</u>	<u>992,527</u>
Commitments (Note 8)		
	<u>\$ 1,392,455</u>	<u>\$ 1,422,483</u>

See accompanying notes to financial statements.

On behalf of the Board:

 Director

 Director

FAMILY SERVICE REGINA

Statement of Operations

Year ended March 31, 2022, with comparative information for March 31, 2021

	2022	2021
Revenue		
Province of Saskatchewan grants	\$ 1,103,092	\$ 1,020,411
Fees for service	898,642	794,330
Non-government grants	198,669	184,202
United Way grant	135,414	212,829
Foundation contributions	65,740	131,486
Donations	62,064	60,140
Fundraising	47,971	37,601
City of Regina grant	27,000	42,000
Government of Canada grants	6,245	161,608
Interest	861	2,054
Other income	-	4,250
Total revenue	2,545,698	2,650,911
Expenses		
Salaries and wages	1,587,216	1,546,218
Contracted services	347,708	278,674
Staff benefits	258,661	246,721
Rent	162,343	168,085
Memberships and subscriptions	54,432	49,386
Telephone	21,239	19,801
Office supplies and equipment	16,983	31,225
Amortization	15,054	21,724
Training and development	10,248	7,304
Professional fees	10,035	11,534
Program supplies	8,428	18,683
Insurance	7,613	8,297
Transportation and sustenance	5,780	4,990
Bank charges	4,576	3,804
Equipment rental	3,130	3,404
Postage and courier	2,062	2,647
Loss on disposal of asset	1,740	-
Repairs and maintenance	258	311
Advertising	59	-
Total expenses	2,517,565	2,422,808
Excess of revenue over expenses	\$ 28,133	\$ 228,103

See accompanying notes to financial statements.

FAMILY SERVICE REGINA

Statement of Changes in Net Assets

Year ended March 31, 2022, with comparative information for March 31, 2021

	Unrestricted improvements	Internally restricted – Emergency	Internally restricted – Special opportunities	Internally restricted – Leasehold improvements	Total 2022
Net assets, beginning of year	\$ 664,496	\$ 302,782	\$ -	\$ 25,249	\$ 992,527
Excess of revenue over expense	28,133	-	-	-	28,133
Transfers – restricted interest	(972)	972	-	-	-
Other transfers	(156,981)	47,500	134,730	(25,249)	-
Net assets, end of year	\$ 534,676	\$ 351,254	\$ 134,730	\$ -	\$ 1,020,660

	Unrestricted	Internally restricted - Emergency	Internally restricted – Leasehold improvements	Total 2021
Net assets, beginning of year	\$ 438,444	\$ 302,731	\$ 25,249	\$ 764,424
Excess of revenue over expense	228,103	-	-	228,103
Transfers – restricted interest	(2,051)	2,051	-	-
Net assets, end of year	\$ 664,496	\$ 302,782	\$ 25,249	\$ 992,527

See accompanying notes to financial statements.

FAMILY SERVICE REGINA

Statement of Cash Flows

Year ended March 31, 2022, with comparative information for March 31, 2021

	2022	2021
Cash provided by (used in):		
Operating activities:		
Excess of revenue over expenses	\$ 28,133	\$ 228,103
Item not involving cash:		
Amortization	15,054	21,724
Loss on disposal of asset	1,740	-
Net change in non-cash operating working capital:		
Accounts receivable	2,907	(7,736)
Prepaid expenses	3,463	(4,486)
Accounts payable and accrued liabilities	(35,467)	100,802
Grants received in advance	(18,015)	(383,944)
Deferred revenue - Employee and Family Assistance Plan	5,946	(37,146)
	3,761	(82,683)
Investing activities:		
Purchase of property, plant and equipment	(10,264)	(17,951)
Proceeds on disposal of property, plant and equipment	1,200	-
Net purchase of investments	(861)	(2,051)
Increase in liabilities held in trust	19,465	-
	9,540	(20,002)
Financing Activities:		
(Repayment) proceeds on loan payable	(30,000)	30,000
Decrease in cash	(16,699)	(72,685)
Balance, beginning of year	650,009	722,784
Balance, end of year	\$ 633,310	\$ 650,009
Balance, end of year, consists of:		
Cash	\$ 585,951	\$ 622,205
Assets held in trust	47,359	27,894
	\$ 633,310	\$ 650,099

See accompanying notes to financial statements.

FAMILY SERVICE REGINA

Notes to Financial Statements

Year ended March 31, 2022

1. Nature of operations:

Family Service Regina (the "Organization") is incorporated under the *Non-Profit Corporations Act of Saskatchewan* and is a community-based organization serving families in Regina and surrounding area. The Organization's mission is to create well-being for individuals and families in our community. Services include individual, couple and family counseling; programs for teenage and young parents; family and workplace education; victims of domestic violence programming; employee and family assistance programs; and community support, consultation and development.

2. Basis of preparation:

The financial statements for the year ended March 31, 2022 have been prepared in accordance with Canadian Accounting Standards for Not-For-Profit Organizations outlined in Part III of the CPA Handbook.

3. Significant accounting policies:

(a) Revenue recognition:

The Organization follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue of the appropriate funds 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. Separate revenue and expense accounts are maintained for the various programs the Organization offers (see Schedules 1-6).

The Organization enters into contracts to provide employee assistance services. The revenue is recorded in the period in which the service is provided. Funds received in advance of the service being provided for full-service contracts are deferred until the service is provided or until the contract term has expired.

(b) Government assistance:

Government assistance refers to governmental actions that provide specific funding to an individual enterprise. Government assistance toward current expenses or revenues are included in the determination of excess of revenue over expenses for the period.

(c) Income taxes:

The Organization is a registered charity, and as such, no income taxes are payable on reported income under paragraph 149(1)(f) of the *Income Tax Act*.

FAMILY SERVICE REGINA

Notes to Financial Statements (continued)

Year ended March 31, 2022

3. Significant accounting policies (continued):

(d) *Property, plant and equipment:*

Property, plant and equipment are initially recorded at cost. Donated assets are recorded at fair value at the time of the donation. Amortization is provided for using the straight-line method over the useful life of the asset as follows:

Asset	Useful life
Computer equipment	4 years
Data management software	5 years
Office equipment	4 years
Furniture and fixtures	5 years
Vehicles	6 years
Leasehold improvements	5 years

(e) *Financial instruments:*

Financial instruments are recorded at fair value on initial recognition and subsequently recorded at cost or amortized cost, unless management has elected to carry the instruments at fair value. The Organization has elected to carry its investments at fair value.

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs, which are amortized using the straight-line method.

Financial assets are assessed for impairment on an annual basis at the end of the fiscal year if there are indicators of impairment. If there is an indicator of impairment, the Organization determines if there is a significant adverse change in the expected amount or timing of future cash flows from the financial asset. If there is a significant adverse change in the expected cash flows, the carrying value of the financial asset is reduced to the highest of the present value of the expected cash flows, the amount that could be realized from selling the financial asset or the amount the Organization expects to realize by exercising its right to any collateral. If events and circumstances reverse in a future period, an impairment loss will be reversed to the extent of the improvement, not exceeding the initial carrying value.

(f) *Internally restricted net assets – Emergency reserve:*

Certain specified amounts have been restricted by the Board of Directors for unforeseen extraordinary expenses that would adversely affect the Organization or to offset reductions in other sources of funding. Any interest earned on these funds is also allocated to the restricted balance, until such time that the total value of the restricted balance exceeds the policy terms for this fund.

FAMILY SERVICE REGINA

Notes to Financial Statements (continued)

Year ended March 31, 2022

(g) *Internally restricted net assets – Special opportunity reserve:*

Special opportunity reserve is intended to provide funds to meet special targets, opportunities or needs that further the mission of the organization which may not have specific expectation of incremental or long-term increased income. The special opportunity reserve target minimum will be calculated each year as part of the approval process of the annual budget and operating plan with multi-year targets established when applicable, reported to the Finance Committee, and included in the regular financial reports.

(h) *Internally restricted net assets – Leasehold improvements:*

Certain specified amounts have been restricted by the Board of Directors to use for future leasehold improvements. Any interest earned on these funds is not allocated to the restricted balance.

(i) *Fundraising revenue:*

The net proceeds for any fundraising/special event are recorded in the statement of operations and net assets in the fiscal year in which the event is held.

(j) *Inter-program charges:*

The revenue and expenses of the Organization reflect inter-program charges for these services which in turn, are eliminated from total revenue and expenses.

(k) *Use of estimates:*

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Significant items subject to such estimates and assumptions include the carrying value of accounts receivable, the estimated fair values of investments and the value of deferred revenue that relates to the delivery of future services prior to revenue recognition. Actual results could differ from those estimates.

4. Investments:

	2022	2021
IG EQB Series A #310	\$ 255,764	\$ 254,578
Canadian Money Market Fund	122,956	122,835
Investors Premium Money Market Fund A	73,237	73,221
Investors Premium Money Market Fund C	48,210	48,193
Investors Cdn Bond Fund A	8,870	9,349
	\$ 509,037	\$ 508,176

For bond funds, the fair values are based on quoted market values. For the money market funds, fair value approximates cost due to their immediate or short-term nature.

FAMILY SERVICE REGINA

Notes to Financial Statements (continued)

Year ended March 31, 2022

5. Assets held in trust:

The Organization is a founding partner of the Saskatchewan Nonprofit Partnership (SNP) and is acting as the financial host of the partnership. SNP is an informal partnership of founding organizations that collaborate with one another and other organizations towards the betterment of the nonprofit sector. This is achieved through the engagement of experienced leaders, creating opportunities for sector involvement, and initiating and providing oversight of targeted projects. Five of the founding partners have made a financial contribution along with a commitment to contribute time and resources necessary to facilitate the planned work of the partnership. The Organization, as the financial host, reports to the partnership at every meeting the financial status of the partnership.

Amounts recorded as assets held in trust in the statement of financial position represent the balance of contributions made by the founding partners that are included in the bank accounts of the Organization.

6. Property, plant and equipment:

			2022	2021
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Computer equipment	\$ 79,497	\$ 55,906	\$ 23,591	\$ 21,049
Data management software	72,943	72,334	609	5,612
Office equipment	25,157	24,691	466	1,865
Furniture and fixtures	125,631	124,659	972	4,842
Vehicles	22,477	22,477	-	-
Leasehold improvements	13,920	13,920	-	-
	\$ 339,625	\$ 313,987	\$ 25,638	\$ 33,368

7. Accounts payable and accrued liabilities

Included in accounts payable and accrued liabilities are insurance premiums payable of \$nil (2021 - \$7,593) to Saskatchewan Workers' Compensation Board.

8. Commitments:

The Organization is committed under operating lease agreements for occupancy with the following minimum payment over the course of 2022-2025:

April 1, 2022 – March 31, 2023	\$154,473
April 1, 2023 – March 31, 2024	154,473
April 1, 2024 – March 31, 2025	154,473
April 1, 2025 – August 31, 2025	64,364

The Organization has entered into certain employee assistance full-service contracts that extend beyond March 31, 2022. The Organization is committed to providing those services set out in the contract for the remaining fee recorded as Deferred Revenue – Employee and Family Assistance Plan.

FAMILY SERVICE REGINA

Notes to Financial Statements (continued)

Year ended March 31, 2022

9. Risk management

The Organization, through its financial assets and liabilities, has exposure to the following risks from its use of financial instruments: credit risk and liquidity risk. These risks have not changed from the prior year.

Credit risk

The Organization's principal financial assets are cash, accounts receivable, and investments in bond funds and money market funds, which are subject to credit risk. The carrying amounts of financial assets on the statement of financial position represent the Organization's maximum credit exposure at the year-end date.

The amounts disclosed in the statement of financial position are net of allowance for doubtful accounts, estimated by management of the Organization based on previous experience and its assessment of the current economic environment. The Organization does not have significant exposure to any individual customer and has not incurred any significant bad debts during the year. Dealing with institutions that have strong credit ratings minimizes credit risk related to cash and investments in bond funds and money market funds.

Liquidity risk

Liquidity risk is the risk the Organization will not be able to meet a demand for cash or fund its obligations as they come due. Liquidity risk also includes the risk of the Organization not being able to liquidate assets in a timely manner at a reasonable price.

The Organization monitors its cash flow throughout the year to ensure its billing practices take into account the timing and level of its cash obligations. The Organization has sufficient funds from which to operate and this risk is considered to be low.

10. Economic dependence:

The Organization receives a substantial amount of its revenue (2022 - 58%, 2021 - 55%) in the form of grants from governments, the United Way of Regina, and other non-government organizations. These grants must be applied for on an annual basis.

FAMILY SERVICE REGINA

Schedule 1

Statement of Revenues and Expenses Counselling, Education and Support (CSE04)

Year ended March 31, 2022, with comparative information for March 31, 2021

	2022	2021
Revenue		
Saskatchewan Ministry of Social Services	\$ 390,030	\$ 316,078
Fee for service	48,297	75,823
Total revenue	438,327	391,901
Expenses		
Salaries, wages and administration	280,337	243,598
Staff benefits	44,535	42,404
Administrative/overhead	44,242	47,030
Rent	39,243	35,595
Insurance	6,965	1,545
Contracted services	4,624	13,701
Office supplies and equipment	2,786	7,419
Transportation and sustenance	1,992	-
Memberships and subscriptions	1,969	4,981
Professional fees	1,654	893
Training and development	800	642
Telephone	366	1,630
Program supplies	62	341
Postage	1	1
Total expenses	429,576	399,780
Excess (deficiency) of revenue over expenses	\$ 8,751	\$ (7,879)

See accompanying notes to financial statements.

FAMILY SERVICE REGINA

Schedule 2

Statement of Revenues and Expenses Young Parent Program (TSP00)

Year ended March 31, 2022, with comparative information for March 31, 2021

	2022	2021
Revenue		
Saskatchewan Ministry of Social Services	\$ 159,493	\$ 157,055
Community Initiative Fund	5,000	-
Foundation – Lorne & Evelyn Johnson	2,500	5,000
Donations	-	850
Total revenue	166,993	162,905
Expenses		
Salaries, wages and administration	120,561	115,617
Staff benefits	18,383	16,173
Administrative/overhead	11,134	8,709
Program supplies	4,367	4,497
Office supplies and equipment	4,153	814
Transportation and sustenance	2,275	4,723
Rent	2,064	3,095
Contracted services	1,537	196
Training and development	800	-
Memberships and subscriptions	761	478
Professional fees	551	512
Telephone	340	1,451
Insurance	123	168
Postage	41	1
Total expenses	167,090	156,434
(Deficiency) excess of revenue over expenses	\$ (97)	\$ 6,471

See accompanying notes to financial statements.

FAMILY SERVICE REGINA

Schedule 3

Statement of Revenues and Expenses Individual and Family Violence Support Services (FVI-04)

Year ended March 31, 2022, with comparative information for March 31, 2021

	2022	2021
Revenue		
Saskatchewan Ministry of Justice and Attorney General (FVI)	\$ 80,096	\$ 79,198
Total revenue	80,096	79,198
Expenses		
Salaries, wages and administration	57,137	53,462
Staff benefits	11,320	9,629
Rent	9,069	9,286
Administrative/overhead	6,680	5,226
Memberships and subscriptions	1,214	956
Office supplies and equipment	910	639
Professional fees	800	536
Training and development	731	229
Telephone	664	543
Contracted services	62	-
Transportation and sustenance	44	-
Total expenses	88,631	80,506
Deficiency of revenue over expenses	\$ (8,535)	\$ (1,308)

See accompanying notes to financial statements.

FAMILY SERVICE REGINA

Schedule 4

Statement of Revenues and Expenses Domestic Violence Victim Services (DV-04)

Year ended March 31, 2022, with comparative information for March 31, 2021

	2022	2021
Revenue		
Saskatchewan Ministry of Justice and Attorney General (VS)	\$ 177,182	\$ 174,749
Foundation – Canadian Women’s Foundation	-	35,736
Fee for service – Workshops/Presentations	-	330
Total revenue	177,182	210,815
Expenses		
Salaries, wages and administration	161,756	175,516
Staff benefits	28,457	29,606
Administrative/overhead	15,587	8,709
Rent	11,107	10,833
Memberships and subscriptions	2,586	2,221
Telephone	1,595	1,863
Transportation and sustenance	1,553	2,046
Office supplies and equipment	969	1,374
Postage	800	84
Program supplies	708	579
Insurance	406	1,153
Contracted services	175	309
Professional fees	144	447
Training and development	20	1,147
Total expenses	225,863	235,887
Deficiency of revenue over expenses	\$ (48,681)	\$ (25,072)

See accompanying notes to financial statements.

FAMILY SERVICE REGINA

Schedule 5

Statement of Revenues and Expenses Domestic Violence, Outreach Program (FVI-03 and DV-02)

Year ended March 31, 2022, with comparative information for March 31, 2021

	2022	2021
Revenue		
Saskatchewan Ministry of Justice and Attorney General (FVI)	\$ 60,242	\$ 59,557
Saskatchewan Ministry of Justice and Attorney General (VS)	58,574	57,924
City of Regina – Community Partner	7,000	7,000
Fee for Service – Outreach Workshops/Presentations	-	800
Total revenue	125,816	125,281
Expenses		
Salaries, wages and administration	78,895	76,826
Rent	17,963	20,119
Administrative/overhead	13,509	8,709
Staff benefits	12,905	13,442
Memberships and subscriptions	2,429	1,753
Telephone	1,129	923
Office supplies and equipment	937	978
Postage	800	1,310
Professional fees	649	536
Insurance	349	341
Transportation and sustenance	284	314
Contracted services	206	103
Training and development	85	92
Program supplies	-	76
Total expenses	130,140	125,522
Deficiency of revenue over expenses	\$ (4,324)	\$ (241)

See accompanying notes to financial statements.

FAMILY SERVICE REGINA

Schedule 6

Statement of Revenues and Expenses Domestic Violence, Court Case Worker (DV-03)

Year ended March 31, 2022, with comparative information for March 31, 2021

	2022	2021
Revenue		
Saskatchewan Ministry of Justice and Attorney General (VS)	\$ 171,892	\$ 169,350
Total revenue	171,892	169,350
Expenses		
Salaries, wages and administration	144,437	136,178
Staff benefits	27,653	24,794
Administrative/overhead	11,133	8,709
Rent	9,177	9,286
Telephone	2,874	2,897
Memberships and subscriptions	2,398	2,266
Transportation and sustenance	1,600	971
Insurance	1,114	1,277
Postage	800	135
Office supplies and equipment	784	907
Professional fees	444	447
Contracted services	227	-
Training and development	213	49
Total expenses	202,854	187,916
Deficiency of revenue over expenses	\$ (30,962)	\$ (18,566)

See accompanying notes to financial statements.