

**CANADIAN ALLIANCE OF STUDENT ASSOCIATIONS (CASA)**

FINANCIAL STATEMENTS

APRIL 30, 2018

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## INDEPENDENT AUDITORS' REPORT

To the Members of,  
**Canadian Alliance of Student Associations (CASA):**

We have audited the accompanying financial statements of Canadian Alliance of Student Associations, which comprise the statement of financial position as at April 30, 2018, and the statements of operations, changes in net assets and 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.

### **Auditors' 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 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.

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 Canadian Alliance of Student Associations as at April 30, 2018, 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.

*OHCD LLP*

**OUSELEY HANVEY CLIPSHAM DEEP LLP**  
Licensed Public Accountants

Ottawa, Ontario  
July 26, 2018

## CANADIAN ALLIANCE OF STUDENT ASSOCIATIONS (CASA)

### STATEMENT OF FINANCIAL POSITION AS AT APRIL 30, 2018

	2018	2017
<b>CURRENT ASSETS</b>		
Cash	\$ 560,041	\$ 507,176
Accounts receivable	2,345	33,599
Prepaid expenses	9,831	4,714
	572,217	545,489
<b>CAPITAL ASSETS (NOTE 2)</b>	3,395	4,255
	\$ 575,612	\$ 549,744
<b>CURRENT LIABILITIES</b>		
Accounts payable and accrued liabilities	\$ 35,313	\$ 23,336
Deferred revenue (note 3)	819	2,814
	36,132	26,150
<b>DEFERRED LEASE INDUCEMENT (NOTE 4)</b>	1,444	4,332
	37,576	30,482
<b>NET ASSETS</b>		
Unrestricted net assets	154,396	156,752
Invested in capital assets	3,395	4,255
Internally restricted net assets (note 7)	380,245	358,255
	538,036	519,262
	\$ 575,612	\$ 549,744

Approved on behalf of the Board:

\_\_\_\_\_  
Director

\_\_\_\_\_  
Director



## CANADIAN ALLIANCE OF STUDENT ASSOCIATIONS (CASA)

### STATEMENT OF CHANGES IN NET ASSETS FOR THE YEAR ENDED APRIL 30, 2018

	2018	2017
<b>UNRESTRICTED NET ASSETS</b>		
Balance - beginning of year	\$ 156,752	\$ 135,469
Net revenue for the year	18,774	21,989
Investment in capital assets	860	(706)
Transfer to internally restricted net assets (note 7)	(21,990)	-
<b>Balance - end of year</b>	<b>\$ 154,396</b>	<b>\$ 156,752</b>
<b>INVESTED IN CAPITAL ASSETS</b>		
Balance - beginning of year	\$ 4,255	\$ 3,549
Purchase of capital assets	743	2,349
Amortization of capital assets	(1,603)	(1,643)
<b>Balance - end of year</b>	<b>\$ 3,395</b>	<b>\$ 4,255</b>
<b>INTERNALLY RESTRICTED (NOTE 7)</b>		
Balance - beginning of year	\$ 358,255	\$ 358,255
Transfer from unrestricted net assets	21,990	-
<b>Balance - end of year</b>	<b>\$ 380,245</b>	<b>\$ 358,255</b>

## CANADIAN ALLIANCE OF STUDENT ASSOCIATIONS (CASA)

### STATEMENT OF OPERATIONS FOR THE YEAR ENDED APRIL 30, 2018

	2018	2017
<b>REVENUE</b>		
Membership dues	\$ 532,756	\$ 517,126
Conference fees and other	21,829	4,718
	<u>554,585</u>	<u>521,844</u>
<b>EXPENSE</b>		
Amortization of capital assets	1,603	1,643
Bank charges and interest	333	423
Bad debt	-	300
Board retreat	5,514	2,429
Conferences	43,937	37,111
Hiring	9,138	1,469
Insurance	4,477	4,411
Office supplies and services	9,462	14,782
Postage and courier	350	327
Public relations	34,223	29,990
Professional fees	19,645	12,939
Rent	52,991	54,660
Research	23,761	2,537
Salaries and benefits	294,314	308,873
Security	338	282
Subscriptions and research documents	2,515	2,557
Telecommunications	5,434	5,844
Translation	17,229	7,329
Travel and meetings	10,547	11,949
	<u>535,811</u>	<u>499,855</u>
<b>NET REVENUE FOR THE YEAR</b>	<b>\$ 18,774</b>	<b>\$ 21,989</b>

**CANADIAN ALLIANCE OF STUDENT ASSOCIATIONS (CASA)**

STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED APRIL 30, 2018

	2018	2017
<b>CASH PROVIDED BY (USED FOR)</b>		
<b>OPERATING ACTIVITIES</b>		
Net revenue for the year	\$ 18,774	\$ 21,989
Items not requiring cash:		
Amortization of deferred lease inducement	(2,888)	(2,888)
Amortization of capital assets	1,603	1,643
	17,489	20,744
Changes in non-cash working capital:		
Accounts receivable	31,254	(31,299)
Prepaid expenses	(5,118)	1,287
Accounts payable and accrued liabilities	11,977	(2,175)
Deferred revenue	(1,995)	(322)
	53,607	(11,765)
<b>INVESTING ACTIVITIES</b>		
Purchase of capital assets	(742)	(2,349)
<b>CHANGE IN CASH FOR THE YEAR</b>	52,865	(14,114)
Cash beginning of the year	507,176	521,290
<b>CASH END OF YEAR</b>	\$ 560,041	\$ 507,176

## CANADIAN ALLIANCE OF STUDENT ASSOCIATIONS (CASA)

NOTES TO FINANCIAL STATEMENTS  
APRIL 30, 2018

Canadian Alliance of Student Associations is incorporated under the Canada Not-for-profit Corporations Act. It is the mission of the Alliance to ensure that the students of Canada are full participants in defining the future of post-secondary education in Canada. The Alliance is a not-for-profit organization and is not subject to income taxes.

### 1. SIGNIFICANT ACCOUNTING POLICIES

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

#### (a) Capital assets

Capital assets are recorded at cost. Computer equipment is amortized using the declining balance method at the rate of 45% per annum. Furniture equipment is amortized using the declining balance method at the rate of 20% per annum.

#### (b) Revenue recognition

The Alliance follows the deferral method of recognizing revenue. Membership dues are recognized as revenue in the year to which they apply. Conference fees and other revenue are recognized when received or can be reasonably estimated and collection is reasonably assured.

#### (c) Use of estimates

The preparation of these 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 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 could differ from those estimates. These estimates are reviewed annually and as adjustments become necessary, they are recorded in the financial statements in the period in which they become known.

#### (d) Financial instruments

Financial instruments are initially recognized at fair value and are subsequently measured at cost, amortized cost or cost less appropriate allowances for impairment.

### 2. CAPITAL ASSETS

			2018		2017	
	Cost	Accumulated Amortization	Net	Net		
Computer equipment	\$ 24,516	\$ 23,025	\$ 1,491	\$ 2,710		
Furniture equipment	6,272	4,368	1,904	1,545		
	\$ 30,788	\$ 27,393	\$ 3,395	\$ 4,255		



## CANADIAN ALLIANCE OF STUDENT ASSOCIATIONS (CASA)

NOTES TO FINANCIAL STATEMENTS  
APRIL 30, 2018

### 3. DEFERRED REVENUE

Deferred revenue consists of contributions received for the travel cost sharing program. These amounts are recognized as revenue when the related travel subsidies are awarded.

	2018	2017
Balance, beginning of year	\$ 2,814	\$ 3,136
Less: amount recognized as revenue in the year	(1,995)	(322)
Plus: amount received related to the following year	-	-
Balance, end of year	\$ 819	\$ 2,814

### 4. DEFERRED LEASE INDUCEMENT

The Alliance received a lease inducement of \$14,440 in 2014. This amount was deferred and is being amortized on a straight-line basis over the life of the lease. Amortization is recorded as a reduction to rent expense. Total amortization for 2018 is \$2,888 (2017 - \$2,888).

### 5. COMMITMENTS / SUBSEQUENT EVENT

The Alliance rents office space under a lease agreement that extends to October 31, 2018. Subsequent to year end, an amended lease was signed that extends to October 31, 2023. Annual lease payments are as follows:

2019	\$ 24,187
2020	23,826
2021	24,548
2022	24,909
2023	25,270
2024	12,635

Current annual operating costs are approximately \$28,000 per year.

### 6. FINANCIAL INSTRUMENTS

The Alliance's financial instruments consist of cash, accounts receivable and accounts payable and accrued liabilities. Unless otherwise noted, it is management's opinion that the Alliance is not exposed to significant interest rate, currency, credit, liquidity or market risks arising from its financial instruments and the carrying amount of the financial instruments approximate their fair value.



## CANADIAN ALLIANCE OF STUDENT ASSOCIATIONS (CASA)

NOTES TO FINANCIAL STATEMENTS  
APRIL 30, 2018

### 7. INTERNALLY RESTRICTED NET ASSETS

	Balance beginning of year	Restricted in year	Used in year	Balance end of year
Contingency Fund	\$ 213,993	\$ -	\$ -	\$ 213,993
Federal Election Fund	262	21,990	-	22,252
Capital Fund	44,000	-	-	44,000
Campaign Fund	50,000	-	-	50,000
Legal Contingency Fund	50,000	-	-	50,000
	\$ 358,255	\$ 21,990	\$ -	\$ 380,245

The Contingency Fund is reserved for instances of unforeseen financial spending. CASA is funded 100% by membership dues. While this is a contractual agreement between members and the Alliance, there is a risk associated with such an arrangement.

The Federal Election Fund is reserved for Federal Election or on-campus referendums of a similar election type event. This fund is used for the purchasing of advertising, document preparation, consultations and other election related costs.

The Capital Fund is reserved for capital asset purchases. This fund is used for the purchase of various items related to the maintenance and furnishing of the office.

Campaign Fund is reserved for the purposes of funding national campaigns on post-secondary student issues.

Legal Contingency Fund is reserved for unforeseen legal costs or expenses.