

Big Brothers Big Sisters of  
Waterloo Region  
Financial Statements  
For the year ended December 31, 2020

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Waterloo Region  
Financial Statements  
For the year ended December 31, 2020

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## Independent Auditor's Report

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To the Members of Big Brothers Big Sisters of Waterloo Region

### Qualified Opinion

We have audited the accompanying financial statements of Big Brothers Big Sisters of Waterloo Region (the organization), which comprise the statement of financial position as at December 31, 2020 and the statements of operations, changes in fund balances and cash flows for the year then ended and a summary of significant accounting policies and other explanatory information.

In our opinion, except for the possible effects of the matters described in the Basis for Qualified Opinion paragraph, the accompanying financial statements present fairly, in all material respects, the financial position of the organization as at December 31, 2020, 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 Qualified Opinion

In common with many charitable organizations, the organization derives revenue from fundraising activities and donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the organization. Therefore, we were not able to determine whether any adjustments might be necessary to fundraising and donation revenues, excess (deficiency) of revenues over expenditures, and cash flows from operations for the years ended December 31, 2020 and 2019, current assets as at December 31, 2020 and 2019, and fund balances as at January 1 and December 31 for both the 2020 and 2019 years. Our audit opinion on the financial statements for the year ended December 31, 2020 was modified accordingly because of the possible effects of this limitation in scope.

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 qualified audit opinion.



## Responsibilities of Management and Those Charged with Governance 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.

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.

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 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 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.

*BDO Canada LLP*

Chartered Professional Accountants, Licensed Public Accountants

Waterloo, Ontario

June 17, 2021

Big Brothers Big Sisters of Waterloo Region  
Statement of Financial Position

December 31

2020

2019

	Operating Fund	Scholarship & Restricted Funds	Total	Total
<b>Assets</b>				
<b>Current</b>				
Cash (Note 2)	\$ 385,800	\$ 41,987	\$ 427,787	\$ 140,910
Short-term investments (Note 3)	112,939	362,677	475,616	517,816
Accounts receivable (Note 4)	40,549	-	40,549	9,397
Prepaid expenses	318	-	318	319
	<u>539,606</u>	<u>404,664</u>	<u>944,270</u>	<u>668,442</u>
Tangible capital assets (Note 5)	13,933	-	13,933	17,950
Long-term investments (Note 6)	57,569	56,149	113,718	134,880
	<u>\$ 611,108</u>	<u>\$ 460,813</u>	<u>\$ 1,071,921</u>	<u>\$ 821,272</u>
<b>Liabilities and Fund Balances</b>				
<b>Current</b>				
Accounts payable and accrued liabilities	\$ 25,661	\$ -	\$ 25,661	\$ 18,291
Deferred contributions (Note 7)	161,281	-	161,281	45,040
Interfund balances (Note 8)	10,932	(10,932)	-	-
Current portion of capital lease obligation (Note 9)	3,956	-	3,956	3,956
	<u>201,830</u>	<u>(10,932)</u>	<u>190,898</u>	<u>67,287</u>
<b>Long term</b>				
Obligation under capital lease (Note 9)	3,882	-	3,882	8,119
Long term debt (Note 10)	30,000	-	30,000	-
	<u>235,712</u>	<u>(10,932)</u>	<u>224,780</u>	<u>75,406</u>
<b>Fund balances</b>				
Internally restricted - tangible capital assets	6,095	-	6,095	5,875
Internally restricted (Note 14)	146,528	-	146,528	146,528
Externally restricted	-	471,745	471,745	416,477
Unrestricted	222,773	-	222,773	131,986
	<u>375,396</u>	<u>471,745</u>	<u>847,141</u>	<u>745,866</u>
	<u>\$ 611,108</u>	<u>\$ 460,813</u>	<u>\$ 1,071,921</u>	<u>\$ 821,272</u>

On behalf of the Board: \_\_\_\_\_ President \_\_\_\_\_ Treasurer

The accompanying notes are an integral part of these financial statements.

Big Brothers Big Sisters of Waterloo Region  
Statement of Changes in Fund Balances

For the year ended December 31			2020	2019
	Operating Fund	Scholarship & Restricted Funds (Schedule 2)	Total	Total
Fund balances, beginning of year	\$ 284,389	\$ 461,477	\$ 745,866	\$ 794,284
Excess (deficiency) of revenue over expenditures for the year	91,007	10,268	101,275	(48,418)
Fund balances, end of year	\$ 375,396	\$ 471,745	\$ 847,141	\$ 745,866

The accompanying notes are an integral part of these financial statements.

Big Brothers Big Sisters of Waterloo Region  
Statement of Operations

For the year ended December 31			2020	2019
	Operating Fund	Scholarship & Restricted Funds (Schedule 2)	Total	Total
<b>Revenue</b>				
Government and community grants (Note 11)	\$ 322,638	\$ -	\$ 322,638	\$ 203,437
United Way	114,219	-	114,219	214,492
Event fundraising, net (Note 12)	115,526	-	115,526	181,116
Donations	88,401	-	88,401	98,257
Best Friends fundraising and donations	28,300	-	28,300	54,300
Investment income	5,092	14,444	19,536	17,993
Scholarship and program donations	-	15,900	15,900	16,500
	<u>674,176</u>	<u>30,344</u>	<u>704,520</u>	<u>786,095</u>
<b>Expenses</b>				
Amortization	4,017	-	4,017	5,250
Operating expenses (Schedule 1)	800,034	-	800,034	851,179
Scholarship and program expenses	-	17,000	17,000	19,500
	<u>804,051</u>	<u>17,000</u>	<u>821,051</u>	<u>875,929</u>
Excess (deficiency) of revenue over expenditures before other items	<u>(129,875)</u>	<u>13,344</u>	<u>(116,531)</u>	<u>(89,834)</u>
<b>Other income (expenses)</b>				
Investment management fees	(3,167)	(6,041)	(9,208)	(9,623)
Gain on change in fair market value of investments	576	2,306	2,882	46,903
Gain (loss) on disposal of investments	(2,231)	659	(1,572)	4,136
Government assistance (Note 13)	225,704	-	225,704	-
	<u>220,882</u>	<u>(3,076)</u>	<u>217,806</u>	<u>41,416</u>
Excess (deficiency) of revenue over expenditures for the year	<u>\$ 91,007</u>	<u>\$ 10,268</u>	<u>\$ 101,275</u>	<u>\$ (48,418)</u>

The accompanying notes are an integral part of these financial statements.



## Big Brothers Big Sisters of Waterloo Region Statement of Cash Flows

For the year ended December 31	2020	2019
Cash flows from operating activities		
Excess (deficiency) of revenue over expenditures for the year	\$ 101,275	\$ (48,418)
Items not involving cash		
Amortization	4,017	5,250
Gain on fair market value of investments	(2,882)	(46,903)
(Gain) loss on disposal of investments	1,572	(4,136)
Amortization of deferred contributions	(96,759)	(39,932)
Forgiveness of long term debt	(10,000)	-
	<u>(2,777)</u>	<u>(134,139)</u>
Net change in non-cash working capital balances		
Accounts receivable	(31,152)	(503)
Prepaid expenses	1	2,391
Accounts payable and accrued liabilities	7,370	(5,297)
	<u>(26,558)</u>	<u>(137,548)</u>
Cash flows from investing activities		
Purchases of investments	(10,328)	(13,678)
Withdrawals from investment account	75,000	19,235
	<u>64,672</u>	<u>5,557</u>
Cash flows from financing activities		
Advance of long term debt	40,000	-
Repayment of capital lease obligation	(4,237)	(4,237)
Deferred contributions received	213,000	64,563
	<u>248,763</u>	<u>60,326</u>
Increase (decrease) in cash for the year	286,877	(71,665)
Cash, beginning of year	140,910	212,575
Cash, end of year	<u>\$ 427,787</u>	<u>\$ 140,910</u>

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# Big Brothers Big Sisters of Waterloo Region Notes to Financial Statements

December 31, 2020

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## 1. Summary of Significant Accounting Policies

Nature of Operations	The organization is a registered charity incorporated without share capital under the laws of Ontario. It has a mission of enhancing the development of children in need of mentoring. The organization's purpose is to provide a multi-faceted program to serve children with needs resulting from cultural and socio-economic marginalization in Waterloo Region.						
Basis of Accounting	The financial statements have been prepared using Canadian accounting standards for not-for-profit organizations (ASNPO).						
Fund Accounting	<p>The organization follows the principles of fund accounting.</p> <p>The operating fund accounts for the organization's program delivery and administrative activities as well as tangible capital assets.</p> <p>The scholarship and restricted funds report resources used for the purpose of providing scholarships and community programs to eligible individuals. The scholarship funds are held by the organization to provide funds for distribution to eligible students in the community. The Promise, Dixon and Westmount funds have no specific designations. The Trapp Bursary is designated for an eligible child from the Elmira area.</p>						
Tangible Capital Assets	<p>Tangible capital assets are recorded at cost. Amortization based on the estimated useful life of the asset is as follows:</p> <table><tr><td>Office equipment</td><td>- 20% diminishing balance basis</td></tr><tr><td>Computer equipment</td><td>- 30% diminishing balance basis</td></tr><tr><td>Telephone system</td><td>- 20% diminishing balance basis</td></tr></table> <p>When a tangible capital asset no longer has any long-term service potential to the organization, the excess of its net carrying amount over any residual value is recognized as an expense in the statement of operations. Any unamortized deferred contribution amount related to the tangible capital asset is recognized in revenue in the statement of operations, provided that all restrictions have been complied with.</p>	Office equipment	- 20% diminishing balance basis	Computer equipment	- 30% diminishing balance basis	Telephone system	- 20% diminishing balance basis
Office equipment	- 20% diminishing balance basis						
Computer equipment	- 30% diminishing balance basis						
Telephone system	- 20% diminishing balance basis						

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# Big Brothers Big Sisters of Waterloo Region Notes to Financial Statements

December 31, 2020

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## 1. Summary of Significant Accounting Policies (continued)

Income Taxes	The organization is a registered charity and therefore is not subject to income taxes.
Revenue Recognition	Unrestricted contributions are recognized as revenue of the Operating Fund in the year received or receivable, if the amount to be received can be reasonably estimated and collection is reasonably assured. Restricted contributions are recognized as revenue in the appropriate restricted fund. Where there is no appropriate restricted fund, restricted contributions are recognized using the deferral method in the Operating Fund. Distributions from the investments held with the Kitchener and Waterloo Community Foundation are recognized as income in the Operating Fund upon notification of distribution.
Contributed Materials & Services	Volunteers contribute many hours per year to assist the organization in carrying out its service delivery activities. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements. Contributed materials are not recognized in the financial statements unless they would normally be purchased by the organization and their fair market value can be ascertained.
Use of Estimates	The preparation of financial statements in accordance with ASNPO requires management to make estimates and assumptions that affect the reported amounts of 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 management's best estimates as additional information becomes available in the future.
Government Assistance	Government assistance received during the year for current expenses is included in the statement of operations.

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## Big Brothers Big Sisters of Waterloo Region Notes to Financial Statements

December 31, 2020

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### 1. Summary of Significant Accounting Policies (continued)

#### Financial Instruments

Financial Instruments are recorded at fair value at initial recognition.

In subsequent periods, equities traded in an active market and derivatives are reported at fair value, with any change in fair value reported in income. All other financial instruments are reported at cost or amortized cost less impairment. Transaction costs on the acquisition, sale or issue of financial instruments are expensed for those items measured at fair value and charged to the financial instrument for those measured at amortized cost.

Financial assets are tested for impairment when indicators of impairment exist. When a significant change in the expected timing or amount of the future cash flows of the financial asset is identified, the carrying amount of the financial asset is reduced and the amount of the write-down is recognized in net income. A previously recognized impairment loss may be reversed to the extent of the improvement, provided it is not greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously, and the amount of the reversal is recognized in net income.

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### 2. Cash

The organization's bank accounts are held at one chartered bank and earn interest at a nominal rate.

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### 3. Short-term Investments

	2020	2019
Cash and money market funds for reinvestment	\$ 39,965	\$ 73,263
1.58% to 2.45% GIC's, maturing in 2021	55,855	70,280
Canadian equity funds	252,688	288,991
Foreign equity funds	127,108	85,282
	<u>\$ 475,616</u>	<u>\$ 517,816</u>

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## Big Brothers Big Sisters of Waterloo Region Notes to Financial Statements

December 31, 2020

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4. Accounts receivable

	2020		2019	
Trade	\$	28,626	\$	2,096
HST recoverable		11,923		7,301
	\$	40,549	\$	9,397

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5. Tangible Capital Assets

	2020				2019			
	Cost	Accumulated Amortization	Cost	Accumulated Amortization	Cost	Accumulated Amortization	Cost	Accumulated Amortization
Office equipment	\$ 83,651	\$ 81,824	\$ 83,651	\$ 81,367	\$ 83,651	\$ 81,367	\$ 83,651	\$ 81,367
Computer equipment	47,672	44,682	47,671	43,400	47,671	43,400	47,671	43,400
Telephone system under Capital lease	19,783	10,667	19,783	8,388	19,783	8,388	19,783	8,388
	\$ 151,106	\$ 137,173	\$ 151,105	\$ 133,155	\$ 151,105	\$ 133,155	\$ 151,105	\$ 133,155
Net book value		\$ 13,933		\$ 17,950		\$ 17,950		\$ 17,950

Amortization expense for assets under capital lease totaled \$2,279 (2019 - \$2,849).

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6. Long-term Investments

Long-term investments include various GICs bearing interest at rates ranging from 2.35% to 3.90% and maturing between March 2022 and December 2023.

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7. Deferred Contributions

	2020		2019	
Balance, beginning of year	\$	45,040	\$	20,409
Grants received		213,000		64,563
Amounts amortized to revenue		(96,759)		(39,932)
Balance, end of year	\$	161,281	\$	45,040

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## Big Brothers Big Sisters of Waterloo Region Notes to Financial Statements

December 31, 2020

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### 8. Interfund Balances

The balances due from (to) funds are unsecured, interest free, with no fixed terms of repayment.

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### 9. Obligation Under Capital Leases

	2020	2019
Obligation under a capital lease for a telephone system, with an implied interest at the rate of 0%, requiring monthly payments of \$330 maturing in November 2022, secured by specific equipment with a carrying value of \$9,116.	\$ 7,838	\$ 12,075
Current portion	(3,956)	(3,956)
Long-term portion of obligation	\$ 3,882	\$ 8,119

Future minimum lease payments under the capital lease for subsequent years are as follows:

2021	3,956
2022	3,882
	7,838
Less: imputed interest	-
	\$ 7,838

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### 10. Long-term Debt

	2020	2019
Canada Emergency Business Account, bearing no interest, maturing on December 31, 2022	\$ 30,000	\$ -

The organization received a \$40,000 Canada Emergency Business Account (CEBA) to finance qualifying non-deferrable expenses during the COVID-19 pandemic. The loan is non-interest bearing with no scheduled payments until December 31, 2022. If \$30,000 of the loan has been repaid by that date, the remaining \$10,000 will be forgiven. If the \$30,000 in loan payments have not been made by December 31, 2022, the full outstanding balance will be converted to a 5% interest bearing loan to be repaid in monthly installments over a three year period ending December 31, 2025. The \$10,000 forgivable portion has been included in government assistance (Note 13).

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## Big Brothers Big Sisters of Waterloo Region Notes to Financial Statements

December 31, 2020

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### 11. Grant Revenue

Included in grant funding are the following:

	2020	2019
Federal government	\$ -	\$ 20,785
Provincial government	95,200	50,200
Municipal government	-	8,800
Foundations, corporate and community	227,438	123,652
	\$ 322,638	\$ 203,437

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### 12. Event Fundraising Revenue

During the year, the organization earned gross revenue of \$143,046 (2019 - \$310,745) on fundraising events.

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### 13. Government Assistance

Included in government assistance are the following:

	2020	2019
Canadian Emergency Wage Subsidy	\$ 209,503	\$ -
Canadian Emergency Rent Subsidy	6,201	-
Forgivable portion of Canada Emergency Business Account	10,000	-
	\$ 225,704	\$ -

The organization received the Canada Emergency Wage Subsidy (CEWS) from the Government of Canada for 10 periods in fiscal 2020. The total amount that was received or became receivable was recorded as government assistance and totalled \$209,503. The relevant terms and conditions of the CEWS grant required the organization to have an open payroll program account with the CRA as at March 15, 2020, incur specific revenue reductions, and file a wage subsidy application for the claim period within the appropriate time period. Management of the organization has determined that the organization does not have an obligation to repay the Government of Canada for this subsidy as they have determined that the organization has met all applicable eligibility criteria.

During the year, the organization received Canada Emergency Rent Subsidy (CERS) in the amount of \$6,201 as a result of the COVID-19 pandemic.

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## Big Brothers Big Sisters of Waterloo Region Notes to Financial Statements

December 31, 2020

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### 14. Internally Restricted Fund

The Board of Directors have approved to internally restrict a portion of the operating fund approximately equal to three months of operating expenses.

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### 15. Kitchener and Waterloo Community Foundation

The organization has certain internally and externally restricted endowment assets which are held in trust at the Kitchener and Waterloo Community Foundation (KWCF). These assets are long-term investments held in a variety of common and preferred stocks, bonds, GICs and money market funds. The income component is comprised of interest and dividends earned on the capital investment and is available for distribution in the form of grants.

The internally restricted endowment fund was established through a contribution from the organization to KWCF. The externally restricted endowment fund was created through a private donation to the organization received by KWCF and is restricted for use in providing scholarships to eligible students in the community. The organization has access to any income and growth on the investments but the original capital contribution is restricted.

Should KWCF cease to exist, the organization would be entitled to receive the appropriate proportionate share of the market value of the investments of KWCF represented by the fund.

Value of Endowment funds

	2020	2019
Internally restricted endowment fund	\$ 69,150	\$ 68,805
Externally restricted endowment fund	14,513	14,572
	\$ 83,663	\$ 83,377
Income (loss) allocated during the year	\$ 3,486	\$ 10,692
Grant disbursements during the year	\$ 3,200	\$ 3,200

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## Big Brothers Big Sisters of Waterloo Region Notes to Financial Statements

December 31, 2020

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### 16. Commitments

The organization has operating leases for its office equipment and service contracts which expire in 2022.

The organization rents its premise in Kitchener under an operating lease expiring in December 2021.

The minimum annual lease payments under the term of the leases are as follows:

2021	\$	57,291
2022		<u>2,755</u>
	\$	<u>60,046</u>

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### 17. Uncertainty due to COVID-19 Pandemic

The ongoing global pandemic continues to disrupt Canadian economic activities. Although the disruption from the virus is expected to be temporary, given the dynamic nature of these circumstances, the duration of business disruption and the related financial impact cannot be reasonably estimated at this time. The organization applied for and received the Canadian Emergency Wage Subsidy, the Canada Emergency Rent Subsidy and the Canada Emergency Business Account loan. Management is actively monitoring the global and local situation on its financial condition, liquidity, and operations. Given the daily evolution of the COVID-19 outbreak and global responses to curb its spread, the organization is not able to estimate the effects of the COVID-19 outbreak on its results of operations, financial condition, or liquidity at this time.

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# Big Brothers Big Sisters of Waterloo Region Notes to Financial Statements

December 31, 2020

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## 18. Financial Instrument Risks

### Credit Risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. Financial instruments which potentially subject the organization to concentrations of credit risk consist of cash and short and long term investments. The organization has deposited the cash and investments with reputable financial institutions, from which management believes the risk of loss to be remote. The credit risk on accounts receivable is limited to its HST recoverable, Canadian Emergency Wage Subsidy and the Canadian Emergency Rent Subsidy, which has a minimal risk and was collected subsequent to year end.

### Liquidity Risk

Liquidity risk is the risk that the organization encounters difficulty in meeting its obligations associated with financial liabilities. Liquidity risk includes the risk that, as a result of operational liquidity requirements, the organization will not have sufficient funds to settle a transaction on the due date; will be forced to sell financial assets at a value, which is less than what they are worth; or may be unable to settle or recover a financial asset. Liquidity risk arises from accounts payable and accrued liabilities, long term debt, capital lease obligation and commitments.

The liquidity risk related to the organization's accounts payable and accrued liabilities, capital lease obligation and commitments has increased due to the impact of COVID-19. The extent of any future impact on the organization's operational results is unknown.

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## Big Brothers Big Sisters of Waterloo Region Notes to Financial Statements

December 31, 2020

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### 18. Financial Instrument Risks (continued)

#### Market Risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk. The organization is mainly exposed to interest rate risk and other price risk.

#### 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. The organization is exposed to interest rate risk arising from the possibility that changes in interest rates will affect the value of fixed income denominated investments.

The interest rate risk related to the organization's short-term debt has increased due to the impact of COVID-19. The extent of any future impact on the organization's operational results is unknown.

#### Other Price Risk

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The organization is exposed to this risk through its equity holdings within its investment portfolio. Due to the impact of COVID-19, other price risk has increased due to market volatility. The extent of any future impact on the organization's operational results is unknown.

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Big Brothers Big Sisters of Waterloo Region  
Schedule 1 - Schedule of Operating Expenses

For the year ended December 31	2020	2019
Advertising	\$ 1,024	\$ 3,460
Bank charges and interest	6,782	4,817
Insurance	24,695	22,075
IT expense	8,889	5,945
Maintenance	3,156	5,373
Membership fees	15,829	16,286
Occupancy costs	60,418	64,430
Office supplies	4,516	6,751
Professional fees	16,207	17,745
Program direct costs	13,732	28,968
Staff training, conference and membership	5,268	7,683
Telephone	6,964	7,200
Transportation	1,808	7,346
Wages and benefits - programs	517,658	512,500
Wages and benefits - administration	113,088	140,600
	<hr/>	
	\$ 800,034	\$ 851,179

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Big Brothers Big Sisters of Waterloo Region  
Schedule 2 - Schedule of Scholarship & Restricted Funds

For the year ended December 31

	Dixon	Promise	Westmount	Trapp Bursary	Total 2020	Total 2019
Revenue						
Donations	\$ 5,000	\$ -	\$ 10,900	\$ -	\$ 15,900	\$ 15,900
Investment income	-	7,156	7,288	-	14,444	12,510
	5,000	7,156	18,188	-	30,344	28,410
Expenditures						
Scholarships	3,000	8,500	5,500	-	17,000	19,500
Excess (deficiency) of revenues over expenditures for the year before other items	2,000	(1,344)	12,688	-	13,344	8,910
Other items						
Gain (loss) on change in fair market value of investments	-	(4,591)	6,897	-	2,306	37,321
Investment management fees	-	(3,003)	(3,038)	-	(6,041)	(5,980)
Gain (loss) on disposal of investments	-	2,237	(1,578)	-	659	5,054
	-	(5,357)	2,281	-	(3,076)	36,395
Excess (deficiency) of revenues over expenditures for the year	2,000	(6,701)	14,969	-	10,268	45,305
Fund balances, beginning of year	8,000	195,947	251,474	6,056	461,477	416,172
Fund balances, end of year	\$ 10,000	\$ 189,246	\$ 266,443	\$ 6,056	\$ 471,745	\$ 461,477