

**COLLEGE OF VOCATIONAL
REHABILITATION PROFESSIONALS**

FINANCIAL STATEMENTS

JUNE 30, 2014

DRAFT

**COLLEGE OF VOCATIONAL
REHABILITATION PROFESSIONALS**

FINANCIAL STATEMENTS

JUNE 30, 2014

INDEX

	Page
Review Engagement Report	1
Balance Sheet	2
Statement of Operations and General Funds	3
Statement of Cash Flows	4
Notes to Financial Statements	5 - 7

B. A. Spencer C.A.
Professional Corporation

3625 Dufferin Street, Suite 207
Toronto, Ontario M3K 1Z2
416 630 1370 Ext. 246 Fax: 416 633 2229
e-mail: brian@baspencer.ca

REVIEW ENGAGEMENT REPORT

I have reviewed the statement of financial position of College of Vocational Rehabilitation Professionals as at June 30, 2014 and the statements of operations and net assets and cash flows for the year then ended. My review was made in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussion related to information supplied to me by the college.

A review does not constitute an audit and consequently I do not express an audit opinion on these financial statements.

Based on my review, nothing has come to my attention that causes me to believe that these financial statements are not, in all material respects, in accordance with Canadian generally accepted accounting standards for not-for-profit organizations.

Authorized to practise public accounting by
The Institute of Chartered Accountants of Ontario

Toronto, Ontario
November __, 2014

**COLLEGE OF VOCATIONAL
REHABILITATION PROFESSIONALS**

STATEMENT OF FINANCIAL POSITION

**AS AT JUNE 30, 2014
(Unaudited)**

	<u>2014</u>	<u>2013</u>
ASSETS		
Current		
Cash and term deposits	\$29,581	\$36,234
Accounts receivable	8,998	12,468
Government remittances receivable	<u>5,171</u>	<u>7,455</u>
	<u>\$43,750</u>	<u>\$56,157</u>
 LIABILITIES		
Current		
Accounts payable	\$13,833	\$25,960
Government remittances payable	<u>235</u>	<u>572</u>
	14,068	26,532
 NET ASSETS - unrestricted	 <u>29,682</u>	 <u>29,625</u>
	<u>\$43,750</u>	<u>\$56,157</u>

DRAFT

**COLLEGE OF VOCATIONAL
REHABILITATION PROFESSIONALS**

STATEMENT OF OPERATIONS AND NET ASSETS

**YEAR ENDED JUNE 30, 2014
(Unaudited)**

	<u>2014</u>	<u>2013</u>
Revenue		
Certification fees	\$ 2,250	\$ 21,250
Dues	143,551	147,874
Miscellaneous income	<u>6,074</u>	<u>5,696</u>
	<u>151,875</u>	<u>174,820</u>
Expenses		
Administration and executive director fees	91,855	95,463
Legal fees	13,131	13,377
Examination development committee	14,726	14,887
VRA national convention	-	2,703
Website	3,721	7,187
CVRP/VRA summit	1,223	4,488
Office and general	6,116	5,049
Professional fees	3,400	5,100
Travel	10,426	11,098
Insurance	2,052	1,793
Telecommunications	2,183	2,081
Credit card and bank service charges	2,933	1,984
Public relations	<u>52</u>	<u>-</u>
	<u>151,818</u>	<u>165,210</u>
Excess of revenue over expenses	57	9,610
Net assets, beginning of year	<u>29,625</u>	<u>20,015</u>
Net assets, end of year	<u>\$ 29,682</u>	<u>\$ 29,625</u>

**COLLEGE OF VOCATIONAL
REHABILITATION PROFESSIONALS**

STATEMENT OF CASH FLOWS

**YEAR ENDED JUNE 30, 2014
(UNAUDITED)**

	<u>2014</u>	<u>2013</u>
Cash Provided By (Used In) Operating Activities		
Excess of revenue over expenses	\$ 57	\$ 9,610
Changes non-cash working capital items:		
Accounts receivable	3,470	(10,791)
Accounts payable	(12,127)	12,875
Government remittances	<u>1,947</u>	<u>(3,110)</u>
Net increase (decrease) in cash	(6,653)	8,584
Cash position, beginning of year	<u>36,234</u>	<u>27,650</u>
Cash position, end of year	<u>\$ 29,581</u>	<u>\$ 36,234</u>

DRAFT

**COLLEGE OF VOCATIONAL
REHABILITATION PROFESSIONALS**

NOTES TO FINANCIAL STATEMENTS

**JUNE 30, 2014
(Unaudited)**

1. Nature of Operations

The College of Vocation Rehabilitation Professionals (the “college”) issues certificates of registration to members of the College and re-news, amends, suspends, cancels, revokes and reinstates those certificates. The College was incorporated under the laws of the Province of Ontario on October 20, 2003. It commenced issuing certificates of registration on July 1, 2010.

2. Significant Accounting Policies

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

- (a) **Revenue Recognition**
The College accounts for its revenue on a cash basis.
- (b) **Capital Equipment**
Capital equipment is expensed when purchased.
- (c) **Use of Accounting Estimates**
The preparation of financial statements in conformity with Canadian generally accepted accounting principles for not-for-profit organizations requires management to make estimates and assumptions that effect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amount of revenue and expenses during the reporting period. Actual results could differ from those estimates.
- (d) **Financial instruments**
Measurement of financial instruments

The college initially measures its financial assets and liabilities at fair value, except for certain non-arm’s length transactions.

The college subsequently measures all its financial assets and financial liabilities at amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in net income.

Financial assets measured at amortized cost include cash and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable.

**COLLEGE OF VOCATIONAL
REHABILITATION PROFESSIONALS**

NOTES TO FINANCIAL STATEMENTS

**JUNE 30, 2014
(Unaudited)**

2. Significant Accounting Policy (cont'd)

(d) Financial instruments
Impairment

Financial assets measured at cost are tested for impairment when there are indications of impairment. The amount of any write-down is recognized in net income. A previously recognized impairment loss may be reversed to the extent of the improvement, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net income.

3. Financial Instruments

Risks and concentrations

The college is exposed to various risks through its financial instruments. The following analysis provides a measure of the company's risk exposure and concentrations at June 30, 2014.

Liquidity risk

Liquidity risk is the risk that an organization will encounter difficulty in meeting obligations associated with financial liabilities. The college is exposed to this risk mainly in respect of its accounts payable. The college has a comprehensive plan in place to meet its obligations as they come due – primarily through the use of cash flow from operations.

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. The college's main credit risk relates to its accounts receivable. The college does not enter into any transactions to mitigate this risk.

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 college is not exposed to currency risk or interest rate risk.

**COLLEGE OF VOCATIONAL
REHABILITATION PROFESSIONALS**

NOTES TO FINANCIAL STATEMENTS

**JUNE 30, 2014
(Unaudited)**

3. Financial Instruments (cont'd)

Currency risk

Currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates.

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.

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 college is not exposed to other price risk.