



# ACWS

Alberta Council of  
Women's Shelters

*Marching towards a world free from violence and abuse*



# 2017 ANNUAL REPORT

[www.acws.ca](http://www.acws.ca)

Image via Calgary Sun

# TABLE OF CONTENTS



About ACWS.....	2
Vision, mission and values.....	3
ACWS Board (2015/2016).....	5
ACWS Staff (2017).....	5
Donors and Supporters.....	6
Message from the President.....	7
Message from the Executive Director.....	8
Policies, Terms of Reference, Governance Committee...	9
Strategic Plan.....	10
Treasurer's Report.....	11
Financial Statements.....	Appendix A



# ABOUT ACWS



## ***ACWS is a values-driven organization.***

Our work recognizes the historically unequal power relations between women and men which perpetuate violence and discrimination and may cause lifelong trauma.

We recognize, honour and seek to understand the unique rights, identities and traditions of Indigenous Peoples and governments, including First Nations, Métis, Inuit and others which collectively strengthen our shared community.

This analysis grounds us in an understanding of the inalienable rights of every human being and the recognition that all people, regardless of gender, thrive in caring, equitable relationships. We believe Governments have a duty to promote women's equality as expressed in domestic and international law, including the Convention on the Elimination of Discrimination against Women and the United Nations Declaration of the Rights of Indigenous Peoples.

These values are foundational to all our work and are reflected in our Ethical Moral Framework as well as our Statement of Principles and Values.

# OUR VALUES



## 1. Women's Equality & Empowerment

Imbalance in power relations excludes women from decision-making across all aspects of our society. With a focus on women's strengths we promote their rights, needs, and the value of their lived experience. We seek to create women-centred service provision which promotes equality, improves outcomes for women (and their families), reduces long-term costs and builds stronger communities.

## 2. Inclusivity

We recognize and pro-actively affirm the dignity of all, regardless of heritage, education, beliefs, race, religion, gender, age, sexual orientation, gender identity, physical or mental capabilities, or income. We value the welcoming spaces created by ACWS members so women, children and seniors fleeing violence may heal from their trauma without attempts by abusers, and others, to impose their values, customs or beliefs.

## 3. Solidarity

By working together, in service of and cooperation with our members, to achieve our vision we increase understanding and effectiveness, open access to resources, and maximize the impact of our voice in changing society.

## 4. Stewardship

We are stewards of the many resources gifted to us by women, of past, present and future generations. We commit to appropriate management of the financial resources and sustainability of ACWS and the support of our members while also caring for the earth by restoring and protecting it.



# STRATEGIC GOALS



## ***1. We work collectively***

ACWS leads and supports membership-based initiatives which mobilize stakeholders to work collectively to end domestic violence and abuse.

---

## ***2. We change systems***

ACWS champions changes to systems, policies and practices to improve services for women, children and seniors experiencing violence and abuse.

---

## ***3. We share knowledge***

ACWS, in concert with our members, shares and develops knowledge, resources and connections to steadily advance responses to domestic violence and abuse.

---

## ***4. We are changing the conversation***

ACWS takes action to transform the beliefs, attitudes and behaviors that perpetuate violence against women and girls through increased public awareness and conversation.



# WHO WE ARE:

## ACWS BOARD

2016 / 2017

**Brenda Brochu**  
President

**Brenda Rebman**  
Vice President, *Board Delegate - Cities*

**Pamela Wicks**  
Treasurer, *Public Director*

**Karen Reynolds**  
Secretary, *Staff Delegate - CMA*

**Sherrie Botten**  
Director, *Staff Delegate - Rural*

**Dennis Callihoo**  
Director, *Board Delegate - On Reserve*

**Kelly-Ann Fenney**  
Director, *Public Director*

**Brittany Johnson**  
Director, *Public Director*

**Anthony Oliver**  
Director, *Board Delegate - Rural*

**Brian Simpson**  
Director, *Public Director*

**Doris Sweet Grass**  
Director, *Staff Delegate - On Reserve*

**Michele Taylor**  
Director, *Staff Delegate - Cities*

**Gaye Warthe**  
Director, *Board Delegate - CMA*

## ACWS STAFF

2016 / 2017

**Executive Director**  
Jan Reimer

**Director of Member Program & Services**  
Carolyn Goard

**Training and Program Development**  
Joy Medori

**Leading Change**  
Christie Lavan

**Tuval Nafshi**  
Lisa Klemp

**Data and Project Advisor**  
Cat VanWielingen

Allie Buxton

**Outcome Tracker Support**  
Christoph Peck

**Communications**  
Eoin Murray

Sarah Dawson

**Office Administration**  
Nicol Sinclair



# Our Donors:

Alberta Centre for Child Family Community Research  
Aquila Productions  
AUPE Local 12  
Bonton Bakery  
Butler Family Foundation  
C. Allen  
Calgary Foundation  
Camrose Women's Shelter  
CN  
Der Family Benevolent Association  
Devon Canada  
Donna Hammerlindl  
Dutch Canadian Club  
Edmonton Community Foundation  
Edmonton Police Foundation  
Edmonton Police Services  
Gifts of Hope  
Glenna Russell  
Gordon & Jane White  
Government of Alberta - Community and Social Services  
Government of Alberta - Justice and Solicitor General  
Government of Canada - Department of Justice  
HRJ Consulting  
Imperial Order Daughters of the Empire Alberta Chapter  
International Brotherhood of Electrical Workers  
Jeanette Budzinski  
Kinsmen Care Foundation  
Mountain Rose Women's Shelter  
National Victims & Survivors of Crime Week  
Odyssey House  
Patrick McDonald  
Policy Wise  
Rob Goguen  
Robert Rosen  
Ross McBain  
Royal Alexandra Hospital Employees' Charitable Donations Fund  
Sharon Barbour  
Shoppers Drug Mart  
St. Paul Crisis Centre  
Status of Women Canada  
Tenaquip Foundation  
Telus Community Affairs  
Union 52 Benevolent Society  
United Nurses of Alberta  
United Way of Alberta Capital Region  
United Way of Calgary  
Val Teskey  
Yellowhead Emergency Shelter for Women Society



**ACWS**  
Alberta Council of  
Women's Shelters



# ACWS President's Report 2016-17

This is my farewell report, and I want to thank all of you for the opportunity to serve as your president over the past four years. I am stepping down with confidence that ACWS is in capable hands and will continue to lead change in a positive direction for survivors of domestic violence and for all of society.

A major focus of the ACWS Board over the past year has been to try to make ACWS operations more sustainable. Terms of reference were developed for a new committee called the Finance, Audit and Risk Management (FARM) committee. This committee is chaired by our treasurer Pamela Wicks, and thanks to its hard work, the board was able to update all its policies relating to finance.

A major accomplishment has been to become less dependent on the ups and downs of project financing. The provincial government has now agreed to provide a regular annual operating grant to ACWS in exchange for certain deliverables as opposed to applying for annual project funding.

The fiscal year began with preparations for a trip to Ottawa to meet with several cabinet ministers and opposition politicians to discuss federal issues affecting shelters and abused women. The meetings took place May 31 and June 1, 2016, and included face-to-face sessions with Amarjeet Sohi, Minister of Infrastructure and Communities; Carolyn Bennett, Minister of Indigenous and Northern Affairs; Patty Hajdu, Minister of the Status of Women; Interim Opposition Leader Rona Ambrose; and Edmonton NDP MP Linda Duncan.

A major focus was to demonstrate the need for equitable funding for on-reserve shelters, and a small increase was approved—the first since 2008. However, this falls far short of true equity and is a matter that will have to be raised again. Your ACWS delegation also highlighted the need for increased infrastructure spending on shelters, a new affordable housing strategy that specifically addresses the needs of women fleeing violence and a national strategy to end violence against women.

Early in the fall, ACWS was invited to nominate a representative to sit on Alberta's Family Violence Death Review Committee. The board was very pleased to make an appointment to the Minister, and wishes to thank those who applied. We have been waiting for an extended period for an announcement of appointments to this committee.

We also decided to grant an honorary membership to Sandra Jansen, an MLA who had dropped out of the leadership race for the Alberta Progressive Conservatives because of persistent harassment and abuse. We wanted to send a strong message that attacking female politicians because they are female is unacceptable to ACWS. ACWS shelter executive directors took this one step further and launched a "Lift Her Up" campaign to counter the "Lock Her Up" slogan that has been targeting female politicians on both sides of the US/Canada border.

The board held more strategic planning sessions than usual during the past year, when some emerging issues were identified, such as the need to develop a disaster readiness plan. Over the past few years, shelters have had to shut down temporarily in High River, Calgary, Taber, Slave Lake, Eagle's Nest and Fort McMurray due to natural disasters. We think we can expect this trend to continue and want to ensure our strategic plan enables us to address such issues as we also know that climate change disproportionately affects women.

We held strategic planning sessions with Mario Siciliano on Sept. 16, March 16 and March 17. A board videoconference is scheduled for May 26 to finalize our strategic plan. It will include a statement of ACWS values that encompasses Empowerment and Equality, Inclusivity, Solidarity and Stewardship.

In keeping with those values, the board voted recently to support the development of a position statement regarding the need for post-secondary policies to clearly outline a commitment to responding to dating violence in addition to sexual violence. Board member Gaye Warthe, who works for Mount Royal University, explained the current lack of such policies.

The board is in the process of reviewing all our position statements to ensure they are still relevant and up-to-date.

Before signing off, I would like to give my special thanks to our executive director Jan Reimer for her exceptional leadership and to all the ACWS staff for their dedication and hard work.

**Brenda Brochu**  
**ACWS Board President**



# Message from the Executive Director



2016 was the year of the backlash: the year in which a dangerous misogynist became the most powerful man in the world and sexist language was reduced to 'locker-room talk'. In Alberta two women left the race for leadership of the Conservative party with one openly speaking out about the harassment she endured. Outside our Provincial legislature violent and hateful language was used by demonstrators. The violence did not end there: hate-fuelled speech was met with heavy demand of services in both emergency and second-stage shelters.

In the last year 5,397 women and 4,530 children sought refuge while shelter workers fielded more than 53,894 calls to their crisis line. 6,147 more women, children and men accessed shelter Outreach services, a 45% increase over the previous year.

Throughout all of this Alberta Council of Women's Shelters was at the forefront of working for the rights and safety of women. Despite the challenging context the year presents many highlights. We built a sustainable foundation for our work: emphasizing the importance of proper accounting procedures and ensuring we have the best staff to deliver our mission. We organized a Provincial consultation with shelters and a wide range of stakeholders to discuss how to create a women-centered approach to safety. Our action-based research in 2016 focused on celebrating the impact of second-stage shelters. This research will become an invaluable tool to advocate for the work of second-stage shelters with government and in the public eye. We also delivered an extensive series of trainings for shelter staff and Board members on Danger Assessments, Domestic Violence Survivor Assessments, Decolonization and Inter-generational Trauma and on Ethics. The Ethics and De-colonization trainings happened in part because of an unprecedented decision by Shelters to provide a central pool of funding which allowed both rural and urban shelter staff to benefit from these programs.

With the 'Lift Her Up' campaign we stood up to those who want to normalize violent language against women in public life. We sought to make clear the causal link between violent language, domestic violence and femicide.

And we continued this work to shift the conversation about violence against women through our 'Leading Change' programme which formed new partnerships with Hockey Alberta and the Edmonton Wild Cats as well as ongoing work with the Calgary Stampers and the Canadian Armed Forces.

The AGM this year coincides with Canada's 150th birthday. Recognizing that although many people will be celebrating, this is also a time for reflection on the losses endured by the Indigenous peoples of this land. In recognition of this – and in follow up to our training on decolonization and inter-generational trauma – 2017 will be a year in which we focus on 'Creating the next 150 years together.' By working in solidarity with our Indigenous sisters we seek to learn from a painful past whilst also looking ahead to the possibility of the future.

For the upcoming year, ACWS Board and staff will be guided by a new strategic plan and values developed in 2016-17 by the outgoing Board, under the leadership of Brenda Brochu. Brenda is leaving the ACWS Board after 4 years of service as the ACWS president and many years in Peace River and Odyssey House. Also leaving is Doris Sweetgrass, the Board's on-reserve shelter staff delegate. Both women have worked tirelessly on behalf of ACWS and the shelter movement. On behalf of the many women and children who benefited from their contributions, the members and staff of ACWS, and the shelter movement, I express my sincere gratitude for everything Brenda and Doris have achieved. Perhaps the best thanks we can give is to continue the journey towards a future grounded in equality, solidarity, dignity and freedom from violence for women, children and seniors.

Jan Reimer  
Executive Director



# Policies and Terms of Reference

The Governance Committee reviewed and recommended approval of the following during the 2016-17 year:

1. Development of the Finance, Audit and Risk Management Committee Terms of Reference and changes to related policies.
2. Member Benefits and Responsibilities so that travel and accommodation policies be applicable to a shelter representative other than a Board Delegate to encourage board participation at the Annual General Meeting (AGM).

*Note that all Board Policies are available for review on the ACWS members only webpage.*

---

## Board Checkup:

For the third time, the ACWS Board used the free on-line board development assessment service, known as the Board Check-Up, in March of this year. Results will be reported and discussed during the 2017 fall strategic planning session.





# STRATEGIC PLAN

The Governance Committee worked with the staff to review and edit the Values and Strategic Directions to represent the four core values of women's equality and empowerment, inclusivity, solidarity and stewardship, and the four Strategic Goals:



***We work collectively***



***We change systems***



***We share the knowledge, and***



***We are changing the conversation***

---

## Executive Director Succession Plan

The committee developed a succession plan for the ED role, presenting it to the full Board for approval in their March, 2017 meeting.

## Governance Committee Work Plan

The Governance Committee workplan identifies key actions for the Governance Committee from 2016 to 19. The plan includes a comprehensive overview of Governance Committee actions required during the duration of the Strategic Planning cycle.

# Treasurer's Report 2016-17

In 2016, the ACWS Board of Directors developed and approved terms of reference for, and established, a Finance, Audit and Risk Management Committee. As Treasurer, I have had the pleasure of serving as the first Chair of this Committee, along with Anthony Oliver, Sherry Botten and Michelle Taylor. Over the year the committee reviewed the budget, and both interim and annual financial statements prepared by management, and recommended a number of board policy changes.

ACWS has come a long way in the last two years. At the 2015 AGM, the Treasurer, Pat Garrett, reported to you that we were feeling the budget pinch and had taken fiscally responsible measures which included reducing the length of staff work weeks, reducing employee benefits, and foregoing cost of living salary increases. In responding to those challenges during this past year, the board budgeted \$40,000 to be added to the existing Stabilization Fund. The goal of course is to build sufficient reserves to weather the inevitable political and economic changes that can and do, have a significant impact on the operations of our organization. In particular, we want to point out that the three year funding we received this year, is one time only, and we are not able to forecast that this will be repeated for future periods.

Also in this past year, we undertook a significant project in the finance area. Staff, with support from an outside accounting firm, transformed our accounting system. We built a new chart of accounts designed and implemented along with an associated Accounting Process Manual, which was developed reflecting enhanced internal financial controls. We are happy to share this resource with members at their request.

The 2016-2017 annual financial statements were reviewed with our auditor, Skolney and Associates, at the Finance, Audit and Risk management Committee meeting of June 2, 2017 and subsequently were reviewed and approved by the board of directors. The highlights include:

- **Fundraising exceeded our expectations by \$47,853 and foundation grants by \$13,861.**
- **The proceeds from the casino were better than anticipated, by \$8,242.**
- **The year ended with a surplus before deferred items, of \$100,531.**
- **Our stabilization fund with the addition of \$40,000 this past year now totals \$122,000, which covers just over two months of basic operating costs. The Finance Audit and Risk Management Committee will complete an in depth review to determine the desired Stabilization Fund balance in this new fiscal year and make such recommendation to the board.**
- **In a very exciting membership collaboration, members contributed a significant amount to a shared member training fund for shelter workers. This fund exceeds \$150,000 as at the fiscal year end and speaks to the collaborative spirit of our membership and their desire to continually enhance their skills to better serve women, children and seniors.**

We look forward to an exciting year building on a stronger financial position, and with enhanced financial systems, including processes, internal controls and reporting capabilities in place.

Sincerely,

**Pamela Wicks**  
**ACWS Treasurer**



# **APPENDIX A:**

## **Financial Statements**



**ALBERTA COUNCIL OF  
WOMEN'S SHELTERS  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED MARCH 31, 2017**

	Page
Auditor's Report	1
Statement of Financial Position	2
Statement of Changes in Net Assets	3
Statement of Operations	4
Statement of Cash Flow	5
Notes to the Financial Statements	6 – 15
Grant Schedule	16



# Skolney & Company

---

## Chartered Accountants

Glenn W. Skolney, B.Comm., C.A., CPA (ext. 301)  
Judy Vansevenandt, B.Comm., C.A., CPA(ext. 304)  
Frank Onyschuk, B.Comm. (ext. 303)  
Emmet Butland, C.A., CPA (ext. 307)  
Wendy Tugwood, C.A., CPA (ext. 317)  
Norma Rosette, CGA, CPA (ext. 315)

Suite 1420, Weber Centre  
5555 Calgary Trail South  
Edmonton, Alta T6H 5P9  
Telephone (780) 469-1381  
Fax (780) 469-5822  
Email skolney@telusplanet.net

## AUDITOR'S REPORT

To The Members of  
Alberta Council of Women's Shelters

We have audited the statement of financial position of Alberta Council of Women's Shelters as at March 31, 2017 and the statements of operations, changes in net assets and cash flow 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 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 qualified audit opinion.

### *Basis for qualified opinion*

In common with many charitable organizations, the Alberta Council of Women's Shelters derives revenue from donations the completeness of which is not susceptible of satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Alberta Council of Women's Shelters and we were not able to determine whether any adjustments might be necessary to recorded contributions, the excess of revenues over expenses, and cash flows from operations for the years ended March 31, 2017 and March 31, 2016, and net assets for both the March 31, 2017 and 2016 years. Our audit opinion on the financial statements for the year ended March 31, 2017 was modified accordingly, because of the possible effects of this scope limitation.

### *Qualified opinion*

In our opinion, except for the possible effects of the matter described in the "Basis for Qualified Opinion" paragraph, the financial statements present fairly, in all material respects, the financial position of the Alberta Council of Women's Shelters at March 31, 2017, 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.

Edmonton, Alberta  
June 2, 2017

  
CHARTERED ACCOUNTANTS

**ALBERTA COUNCIL OF WOMEN'S SHELTERS**

**STATEMENT OF FINANCIAL POSITION**

**AS AT MARCH 31, 2017**

	<b>2017</b>	<b>2016</b>
	<b>\$</b>	<b>\$</b>
<hr/> <b>ASSETS</b>		
CURRENT		
Cash and cash equivalents (Notes 2 and 6)	1,892,324	1,264,872
Amounts receivable	42,649	-
GST receivable	14,808	7,219
Guaranteed investment certificates	<u>1,426,600</u>	<u>2,400,000</u>
	3,376,381	3,672,091
 PROPERTY AND EQUIPMENT (Notes 2 and 4)	 <u>25,453</u>	 <u>4,743</u>
	<u>3,401,834</u>	<u>3,676,834</u>
<hr/> <b>LIABILITIES</b>		
CURRENT		
Accounts payable and accrued liabilities	25,273	29,586
Deferred income on grants and other revenue (Note 3)	<u>2,748,893</u>	<u>3,235,895</u>
	<u>2,774,166</u>	<u>3,265,481</u>
<hr/> <b>NET ASSETS</b>		
UNRESTRICTED NET ASSETS	403,349	247,744
INTERNALLY RESTRICTED NET ASSETS (Note 5)	198,866	158,866
INVESTMENT IN EQUIPMENT	<u>25,453</u>	<u>4,743</u>
	<u>627,668</u>	<u>411,353</u>
	<u>3,401,834</u>	<u>3,676,834</u>

APPROVED BY THE BOARD

\_\_\_\_\_  
Director

\_\_\_\_\_  
Director

**ALBERTA COUNCIL OF WOMEN'S SHELTERS**  
**STATEMENT OF CHANGES IN NET ASSETS**  
**FOR THE YEAR ENDED MARCH 31, 2017**

	<b>2017</b>				<b>2016</b>
	Investment in Property and Equipment \$	Internally Restricted \$	Unrestricted \$	Total \$	Total \$
BALANCE, beginning of year	4,743	158,866	247,744	411,353	367,183
Excess of (expenses over revenues) revenue over expenses	(2,944)	-	219,259	216,315	44,170
Transfer to reserve, end of year	23,654	40,000	(63,654)	-	-
BALANCE, end of year	25,453	198,866	403,349	627,668	411,353



**ALBERTA COUNCIL OF WOMEN'S SHELTERS**  
**STATEMENT OF OPERATIONS**  
**FOR THE YEAR ENDED MARCH 31, 2017**

	<b>2017</b>	2016
	\$	\$
<hr/>		
REVENUES		
Grants (Schedule 1)	1,227,710	671,308
Donations	143,481	206,324
Interest and other income	129,374	16,490
Casino revenue	76,754	-
Fundraising	74,895	71,403
Membership fees	63,100	58,600
Registration and workshop fees	-	12,035
Gain on sale of investments	-	272
	<hr/>	<hr/>
	1,715,314	1,036,432
<hr/>		
EXPENDITURES		
Wages and employee benefits	740,269	563,305
Program expenses	577,186	283,210
Gifts and Honorariums	42,860	8,109
Professional fees	42,797	4,541
Occupancy costs	40,638	42,959
Annual General Meeting	17,558	12,863
Office and miscellaneous	14,751	12,638
Telephone	8,816	6,712
Recruitment and training	5,416	30,533
Bank charges and interest	3,230	1,907
Insurance	2,195	2,164
Repairs and maintenance	339	1,183
Casino expense	-	236
Amortization	2,944	1,320
	<hr/>	<hr/>
	1,498,999	971,680
<hr/>		
REVENUES OVER EXPENDITURES	216,315	64,752
	<hr/>	<hr/>

**ALBERTA COUNCIL OF WOMEN'S SHELTERS**  
**STATEMENT OF CASH FLOW**  
**FOR THE YEAR ENDED MARCH 31, 2017**

	2017	2016
	\$	\$
<hr/>		
OPERATING ACTIVITIES		
Excess of revenues over expenses for the year	216,315	64,752
Items not affecting cash-		
Amortization of property and equipment	2,944	1,320
Change in non-cash working capital items –		
(Increase) in amounts receivable	(42,649)	-
(Increase) Decrease in GST receivable	(7,589)	8,002
Decrease in prepaid expenses	-	1,949
(Decrease) in accounts payable and accrued liabilities	(4,313)	(312)
(Decrease) Increase in deferred grants and other revenue	(487,002)	2,892,743
	<u>(322,294)</u>	<u>2,968,454</u>
<hr/>		
FINANCING AND INVESTING ACTIVITIES		
Investment in property and equipment	(23,654)	-
Transfer from internally restricted	-	(20,582)
	<u>(23,654)</u>	<u>(20,582)</u>
<hr/>		
(DECREASE) INCREASE IN CASH	(345,948)	2,947,872
CASH AND CASH EQUIVALENTS, beginning of year	3,664,872	717,000
CASH AND CASH EQUIVALENTS, end of year	<u>3,318,924</u>	<u>3,664,872</u>
<hr/>		
Cash is comprised of:		
Cash and cash equivalents	1,892,324	1,264,872
Guaranteed investment certificate	1,426,600	2,400,000
	<u>3,318,924</u>	<u>3,664,872</u>
<hr/>		

**ALBERTA COUNCIL OF WOMEN'S SHELTERS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED MARCH 31, 2017**

**1. PURPOSE OF THE ORGANIZATION**

The Alberta Council of Women's Shelters (ACWS) was incorporated under the Societies Act of the Province of Alberta on April 11, 1983. The Council is a registered charity and is exempt from income tax under the provisions of paragraph 149(1)(l) of the Income Tax Act. The Alberta Council of Women's Shelters works to

- develop a coordinated, collaborative response to family violence;
- coordinate funding and improve services in order to better meet the needs of abused women, their children and abused seniors;
- educate the public and professionals about prevention of, and responses to, spousal and senior abuse, and
- initiate, conduct and/or participate in research relating to the causes, impacts, prevention of family violence, and elimination of violence against women, children and seniors.

**2. 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) Cash and cash equivalents**

The organization's policy is to present bank balances and term deposits with a maturity period of three months or less from the date of acquisition under cash and cash equivalents.

Cash and cash equivalents are comprised of the following:

	<u><b>2017</b></u>	<u><b>2016</b></u>
Cash - Bank	\$ 1,828,495	\$ 1,230,651
Cash – casino account	57,092	27,488
Savings account	<u>6,737</u>	<u>6,733</u>
	<u><b>\$ 1,892,324</b></u>	<u><b>\$ 1,264,872</b></u>



**ALBERTA COUNCIL OF WOMEN'S SHELTERS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED MARCH 31, 2017**

**2. SIGNIFICANT ACCOUNTING POLICIES (continued)**

**(B) Revenue Recognition –**

The Alberta Council of Women's Shelters follows the deferral method of accounting for contributions. Restricted contributions 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 collections are reasonably assured.

**(C) Equipment**

Equipment is carried at cost less accumulated amortization. The Council records amortization over the estimated useful lives of the equipment using the declining balance method at the following annual rates:

Office	20%
Computer	33 1/3%

**(D) Measurement Uncertainty –**

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organization 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 these estimates.

These estimates and assumptions are reviewed periodically and as adjustments become necessary, they are reported in earnings in the period in which they become known.

**ALBERTA COUNCIL OF WOMEN'S SHELTERS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED MARCH 31, 2017**

**2. SIGNIFICANT ACCOUNTING POLICIES (continued)**

**(E) Financial instruments**

The Alberta Council of Women's Shelters initially measures its financial assets and financial liabilities at fair value. The organization 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 the statement of operations.

Financial assets measured at amortized cost include cash, accounts receivable, grants receivable and investments in government bonds.

Financial liabilities measured at amortized cost include trade accounts payable and accrued liabilities.

**3. DEFERRED INCOME ON GRANTS AND OTHER REVENUE**

In 2016-2017, ACWS updated their accounting processes as well as its chart of accounts to better describe their activities and reflect their mission statement.

The organization follows the deferral method of accounting for contributions. Restricted contributions 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.

The following provides an overview of the Departmental Income from the new chart of accounts.

**ALBERTA COUNCIL OF WOMEN'S SHELTERS  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED MARCH 31, 2017**

**3. DEFERRED INCOME ON GRANTS AND OTHER REVENUE (continued)**

**Administration**

**A. HRJ Consulting**

During the year, HRJ Consulting provided a grant in the amount of \$17,278 to support the purchase of new computers and audio visual equipment for ACWS operations as well as webcams and headsets for ACWS members. \$4,026 was expended with a balance of \$13,252 at March 31, 2017.

**Member Support - Training**

**B. HS - Training**

At the end of 2015-2016, the Council received \$551,004 from the Government of Alberta to support consistent and sustainable shelter practices across the province. No amount was expended during 2015-2016, with deferred revenue allocated to HS-Training. \$61,977 was expended during the year leaving a balance of \$489,027 at March 31, 2017.

**C. Training - IODE**

In the previous year, the Council received \$20,000 from IODE to help shelter workers to expand their knowledge on family violence and children exposed to domestic violence through the Second-stage project. During the year \$14,030 was expended on the project leaving an unexpended balance at March 31, 2017 of \$5,970.

**D. Training Undesignated**

In 2007 - 2008, ACWS received a grant of \$400,000 from Alberta Children's Services to assist senior women shelter staff to enhance their leadership skills. The balance remaining of \$44,692 was allocated to a new account Training Undesignated as deferred revenue. The additional \$58,056 income in this fund comes from training fees paid by members. During the year \$92,216 was expended leaving a balance of \$10,532 at March 31, 2017.



**ALBERTA COUNCIL OF WOMEN'S SHELTERS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED MARCH 31, 2017**

**3. DEFERRED INCOME ON GRANTS AND OTHER REVENUE (continued)**

E. Member Contribution Fund

During the year, 16 ACWS members contributed a total of \$150,350 towards the development and implementation of a Sustainable Training Model and Plan for members' staff across the province. \$24,245 was expended leaving a balance of \$126,105 at March 31, 2017.

**Member Support – Research**

F. Research – (Calgary Foundation - Building Informed Service Delivery in Second Stage Shelters)

In the prior years, the Council received \$155,000 to support building provincial capacity for shelter staff to meet the needs of families and children who have experienced family violence. \$7,581 remaining was allocated to this account. This account also includes \$18,657 from the original Calgary Foundation Grant of \$35,000 for a total of \$26,238. During the year, the Council expended \$7,581 on Child Care and \$18,657 from Calgary Foundation leaving an unexpended balance of \$0 at March 31, 2017.

G. Research – Policy Wise

In 2015-2016 the Council received \$8,500 from Policy Wise (formerly the Alberta Centre for Child Family Community Research which was totally expended in 2015-2016. During 2016-2017, the Council received an additional \$16,500 from Policy Wise. During the year, \$16,500 was expended leaving a balance of \$0 at March 31, 2017.

**ALBERTA COUNCIL OF WOMEN'S SHELTERS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED MARCH 31, 2017**

**3. DEFERRED INCOME ON GRANTS AND OTHER INCOME (continued)**

**Member Support – Data**

H. Measuring Impact

At the end of 2015-2016, the Council received \$402,018 from the Government of Alberta as a lump sum grant for a three year project to identify, define and support shelter collection of appropriate data for contract monitoring and accountability. Deferred revenue of \$402,018 was allocated to new account Measuring Impact. During the year \$82,156 was expended leaving a balance at March 31, 2017 of \$319,862.

**Member Support – Inclusion**

I. Support (HS)-Aboriginal

In 2016, the Minister of Human Services and the Council entered into a Family and Community Safety Program Grant Funding Agreement for two years. The Council is to develop a plan to address violence against Aboriginal women in partnership with on-reserve members. \$310,149 of deferred revenue was allocated to this new account. During the year, \$100,288 was expended leaving a balance of \$209,861 at March 31, 2017.

**Member Support – Policy Development**

J. Policy Development - Status of Women

The unexpended balance from 2015-2016 of \$86,400 from Status of Women Canada for the project, Safety from domestic violence: Using evidence based practices to keep women safe was allocated to this new account. During the year, the Council received an additional \$100,000 for the project. Total expenses during the year were \$98,600 leaving and unexpended balance of \$97,710 at March 31, 2017.

**ALBERTA COUNCIL OF WOMEN'S SHELTERS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED MARCH 31, 2017**

**3. DEFERRED INCOME ON GRANTS AND OTHER INCOME (continued)**

K. Policy Development – JSG –Safety from Domestic Violence

\$88,783 of deferred revenue was allocated to this new account from Safety From Domestic Violence- Government of Alberta for the project *Safety from domestic violence: Using evidence based practices to keep women safe*. During the year \$82,880 was expended leaving a balance of \$5,853 at March 31, 2017.

**Mobilize Support to End Domestic Violence – DV and the Workplace**

L. Domestic Violence and the Workplace

At the end of 2015-2016, the Council received \$639,530 as a lump sum grant for a three year project from the Government of Alberta to train, educate and provide public awareness for employers, employees and the general public regarding domestic violence as a workplace hazard. During the year \$124,784 was expended leaving a balance of \$514,746 at March 31, 2017.

M. Leading Change: Engaging Men & Boys (HS)

At the end of 2015-2016, the Council received \$840,498 as a lump sum grant for a three year project from the Government of Alberta to support the cultural shift needed to end violence against women and girls using the Leading Change model. During the year \$155,255 was expended in respect of this grant, with a further cost of \$40,103 incurred in 2015-2016 related to a survey regarding men's attitudes on violence against women in Alberta, also offset against this grant. During the current year, the organization raised \$11,500 from private donors to partially fund the cost of the 2015-2016 survey. Accordingly, \$656,640 of the 2015-2016 grant remains unexpended at March 31, 2017.

N. Engaging Men and Boys – Edmonton Police Foundation

\$24,026 was allocated to a new account Engaging Men and Boys – Edmonton Police Foundation (previously known as SRO Leading Change Project Evaluation). During the year, \$1,848 was expended leaving a balance of \$22,178 at March 31, 2017.



**ALBERTA COUNCIL OF WOMEN'S SHELTERS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED MARCH 31, 2017**

**3. DEFERRED INCOME ON GRANTS AND OTHER INCOME (continued)**

O. Engaging Men and Boys – Stampede City Kinsmen

\$13,680 was allocated to new account Engaging Men and Boys – Stampede City Kinsmen. During the year, \$13,680 was expended on the project leaving a balance of \$0 at March 31, 2017.

P. Engaging Men and Boys Undesignated

In 2015, ACWS received \$200,000 from the Government of Alberta to work with two Alberta CFL teams to provide awareness of and change the culture of domestic abuse. The unexpended portion remaining, \$3,435 was allocated to new account Engaging Men and Boys Undesignated along with \$9,740 from Leading Change Inspired Communities (funders were United Way – Alberta Capital Region and Union 52 Benevolent Society) for a total of \$13,175 of deferred revenue. During the year, \$46,476 was received by Council for training. The Council also received \$20,000 from Telus to support the Leading Change initiative. During the year, \$15,605 was expended leaving an unexpended balance of \$64,046 at March 31, 2017.

**Mobilize Support to End Domestic Violence – Public Awareness**

Q. Public Awareness - National Victims and Survivors of Crime Week

During 2016-2017, the Council received and expended \$7,650 from the Government of Canada for the project recognizing survivors and the work that shelters do with a balance of \$0 at March 31, 2017.

R. Public Awareness - Undesignated

\$195,164 from the former Family Business Connect was allocated to new account Public Awareness-Undesignated. These dollars are designed to raise awareness of domestic violence and its impact upon the workplace, the family and the community. The unexpended balance at the beginning of the year was \$195,164. No dollars were expended during the year with a balance at March 31, 2017 of \$195,164.

**ALBERTA COUNCIL OF WOMEN'S SHELTERS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED MARCH 31, 2017**

**4. PROPERTY AND EQUIPMENT**

	<b>2017</b>		<b>2016</b>
	Cost	Accumulated Amortization	Net Book Value
	\$	\$	\$
Office equipment	\$59,421	\$45,259	\$ 14,162
Computer equipment	31,204	19,913	11,291
	<u>\$90,625</u>	<u>\$65,172</u>	<u>\$25,453</u>
			<u>\$ 4,743</u>

**5. INTERNAL RESTRICTIONS**

The Board of Directors of the Council has allocated funds for specifically identified purposes. The Council may not use these internally restricted funds for any other purpose without the approval of the Board of Directors.

	<b>2017</b>	<b>2016</b>
	\$	\$
(a) Stabilization reserve		
The Council has established a stabilization reserve to hold three months of operating expenses.	122,000	82,000
(b) World Conference Legacy fund		
The Council has established a reserve to be used for dissemination and follow up activities related to the first World Conference on Women's Shelters.	30,794	30,794
(c) Equipment reserve		
The Council has established a reserve for future capital equipment purchases.	20,000	20,000
(d) Moving/Renovation reserve		
The Council has established a reserve for moving/renovation expenditures.	26,072	26,072
	<u>198,866</u>	<u>158,866</u>

**ALBERTA COUNCIL OF WOMEN'S SHELTERS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED MARCH 31, 2017**

**6. RESTRICTED FUNDS**

Funds gained from a Casino event are placed in a separate bank account. These funds, which total \$52,092 at year end, are restricted in that they may be used for expenses related to operating the charitable gaming event as well as for the purposes stated in the charity's gaming license application. The past license indicated that the funds would be used for occupational costs as well as costs associated with the creation and distribution of the agency's newsletter and development of the organization's website.

**7. FINANCIAL INSTRUMENTS**

The Council is exposed to various risks through its financial instruments. The following analysis presents the Council's exposures to significant risk at the reporting date, March 31, 2017.

Liquidity risk

Liquidity risk is the risk that the organization will encounter difficulty in meeting obligations associated with financial liabilities. This risk is reduced by monitoring expenses and investing in guaranteed investment certificates when feasible.

**8. COMMITMENT**

The Council rents premises under an operating lease effective June 1, 2017, expiring May 31, 2022. There is an option to renew at the end of the lease for a further 5 year term. The annual base rent in year 1 is \$29,034; years 2-3: \$33,873; Years 4-5: \$38,712.

**9. COMPARATIVE FIGURES**

Certain of the 2016 figures have been reclassified to conform with the presentation adopted in the current year.



**ALBERTA COUNCIL OF WOMEN'S SHELTERS  
GRANT SCHEDULE  
FOR THE YEAR ENDED MARCH 31, 2017**

	<b>2017</b>	<b>2016</b>
	<b>\$</b>	<b>\$</b>
<b>Operations</b>		
Operations/Council	354,404	379,129
HRJ Consulting	4,026	-
<b>Member Support – Training</b>		
Training (CSS)	61,977	
Training – IODE	14,030	3,346
Training – Undesignated	44,429	9,719
Member Contribution Fund	24,245	
<b>Member Support-Research</b>		
Research – Calgary Foundation – Second-Stage Project	26,238	26,306
Research – Policy Wise – Second-Stage Project	16,500	
<b>Member Support – Data</b>		
Measuring Impact	82,156	
<b>Member Support – Inclusion</b>		
Support (CSS) – Aboriginal	100,288	23,185
<b>Member Support – Policy Development</b>		
Safety from Domestic Violence – Status of Women Canada	98,690	48,600
Safety from Domestic Violence – Alberta Justice	82,880	41,267
<b>Mobilize to End Domestic Violence – DV and the Workplace</b>		
Domestic Violence and the Workplace (CSS)	124,784	
Domestic Violence and the Workplace (Undesignated)		10,233
<b>Mobilize to End Domestic Violence – Engaging Men and Boys</b>		
Leading Change: Engaging Men and Boys (CSS)	155,255	40,103
Engaging Men and Boys – Edmonton Police Foundation	1,848	1,974
Engaging Men and Boys – Undesignated	14,630	53,184
Engaging Man and Boys – Stampede Kinsmen	13,680	11,320
<b>Mobilize Support to End Domestic Violence – Public Awareness</b>		
Public Awareness – National Victims and Survivors of Crime Week	7,650	5,806
Public Awareness – Undesignated	-	17,136
<b>Total</b>	<b>1,227,710</b>	<b>671,308</b>