



Financial Statements

United Way of Greater Moncton and Southeastern
New Brunswick Region Inc.

December 31, 2017

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Independent auditor's report

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***To the Members of
United Way of Greater Moncton and Southeastern New Brunswick Region Inc.***

We have audited the accompanying financial statements of United Way of Greater Moncton and Southeastern New Brunswick Region Inc., which comprise the statement of financial position as at December 31, 2017, 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.

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 Organization'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



Organization'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 in our audits is sufficient and appropriate to provide a basis for our qualified audit opinion.

Basis for qualified opinion

In common with many not-for-profit organizations, the Organization derives revenue from fundraising activities, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, 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 revenue, excess of revenues over expenses, assets and net assets.

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 United Way of Greater Moncton and Southeastern New Brunswick Region Inc. as at December 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.

Moncton, Canada
May 10, 2018

A handwritten signature in black ink that reads "Grant Thornton LLP".

Chartered Professional Accountants

**United Way of Greater Moncton and Southeastern
New Brunswick Region Inc.
Statement of Operations**

Year Ended December 31	2017	2016	
	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>
Revenues			
Campaign revenue (Note 8)	\$ 2,439,146	\$ 2,285,985	\$ 2,289,624
Interest income	5,000	1,387	7,134
Other income	-	3,360	1,415
Municipal grants-Community projects	7,500	11,000	7,500
Unrealized loss on investments	-	(2,453)	(4,332)
Contributions for Community Development initiatives	-	397,769	387,838
	<u>2,451,646</u>	<u>2,697,048</u>	<u>2,689,179</u>
Expenditures			
Fundraising expenditures (Page 13)	474,382	463,845	454,089
Allocations expenditures (Page 14)	1,989,233	1,997,219	1,831,900
Community building program funding (Page 17)	20,000	428,503	412,181
	<u>2,483,615</u>	<u>2,889,567</u>	<u>2,698,170</u>
Excess of expenditures over revenues	\$ <u>(31,969)</u>	\$ <u>(192,519)</u>	\$ <u>(8,991)</u>

See accompanying notes and schedules to the financial statements.

**United Way of Greater Moncton and Southeastern
New Brunswick Region Inc.
Statement of Changes in Net Assets**

Year Ended December 31, 2017

Net Assets	Internally restricted <u>funds</u>	<u>Unrestricted</u>	2017 Total
Balance, beginning of year	\$ 1,520,055	\$ 235,370	\$ 1,755,425
Excess of expenditures over revenues	-	(192,519)	(192,519)
Inter-funds transfers	<u>(233,104)</u>	<u>233,104</u>	<u>-</u>
Balance, end of year	<u>\$ 1,286,951</u>	<u>\$ 275,955</u>	<u>\$ 1,562,906</u>

Net Assets	Internally restricted <u>funds</u>	<u>Unrestricted</u>	2016 Total
Balance, beginning of year	\$ 1,513,861	\$ 250,555	\$ 1,764,416
Excess of expenditures over revenues	-	(8,991)	(8,991)
Inter-funds transfers	<u>6,194</u>	<u>(6,194)</u>	<u>-</u>
Balance, end of year	<u>\$ 1,520,055</u>	<u>\$ 235,370</u>	<u>\$ 1,755,425</u>

See accompanying notes and schedules to the financial statements.

**United Way of Greater Moncton and Southeastern
New Brunswick Region Inc.
Statement of Financial Position**

December 31	2017	2016
Assets		
Cash and cash equivalents	\$ 548,014	\$ 375,589
Short-term investments	110	277,406
Campaign pledges receivable	1,955,529	1,837,614
Other receivables	30,788	63,591
Prepays	-	506
Capital assets (Note 4)	<u>15,525</u>	<u>20,056</u>
	<u>\$ 2,549,966</u>	<u>\$ 2,574,762</u>
Liabilities		
Payables and accruals (Note 5)	\$ 498,958	\$ 390,216
Deferred campaign contributions (Note 6)	<u>488,102</u>	<u>429,121</u>
	<u>987,060</u>	<u>819,337</u>
Net Assets		
Internally restricted (Note 7)	1,286,951	1,520,055
Unrestricted (Page 4)	<u>275,955</u>	<u>235,370</u>
	<u>1,562,906</u>	<u>1,755,425</u>
	<u>\$ 2,549,966</u>	<u>\$ 2,574,762</u>

Commitment (Note 11)

On behalf of the Board



Director



Director

See accompanying notes and schedules to the financial statements

**United Way of Greater Moncton and Southeastern
New Brunswick Region Inc.
Statement of Cash Flows**

Year Ended December 31

2017

2016

Increase (decrease) in cash and cash equivalents

Operating		
Excess of expenditures over revenues	\$ (192,519)	\$ (8,991)
Amortization	4,531	7,531
Change in non-cash operating working capital		
Investments	277,296	(2,802)
Receivables	(85,112)	(50,231)
Prepays	506	2,913
Payables and accruals	108,742	101,242
Payable to the Canadia Mental Health Commission	-	(92,607)
Deferred campaign contribution	58,981	(28,913)
	<u>172,425</u>	<u>(71,858)</u>
Net increase (decrease) in cash and cash equivalents	172,425	(71,858)
Cash and cash equivalents, beginning of year	<u>375,589</u>	<u>447,447</u>
Cash and cash equivalents, end of year	<u>\$ 548,014</u>	<u>\$ 375,589</u>

See accompanying notes and schedules to the financial statements.

United Way of Greater Moncton and Southeastern New Brunswick Region Inc.

Notes to the Financial Statements

December 31, 2017

1. Purpose of the Organization

The purpose of United Way of Greater Moncton and Southeastern New Brunswick Region Inc. (the "Organization") is to facilitate the building of stronger communities through the collection and distribution of community resources. The primary means to achieve this purpose is through the provision of funding to various non-profit operations based upon monies raised from fundraising activities. The Organization is incorporated under the New Brunswick Companies Act as a not-for-profit organization. It has registered charity status and is exempt from income tax.

2. Summary of significant accounting policies

(a) Accounting for contributions

The Organization follows the deferral method of accounting for contributions which includes grants and donations. Contributions of property and equipment are included as deferred contributions and are amortized to revenue at the same rate and on the same basis as amortization of the related property and equipment.

Restricted contributions are recognized as revenue in the year in which the related expenses are made. 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.

(b) Campaign revenues and expenditures

The Organization receives most of its donor revenue from its fall campaign. Note 8 provides a breakdown between cash donations and donations received through payroll deductions which are pledged and recorded as revenue in the current year but will be collected during the course of the subsequent year. Donations received or pledged are treated as revenue in the campaign year unless they are donor designated and meet the criteria for deferred contributions discussed in Note 2(d).

All campaign expenditures are expensed in the year incurred.

(c) Campaign pledges receivable

Pledges are recorded as receivable when signed pledge documents are received and the receivables are adjusted to a net realizable value.

(d) Deferred campaign contributions

Deferred campaign contributions are comprised of donor designated donations part of the fall campaign. These are deferred in the campaign year and not included as revenue until the subsequent year when the donations are actually paid out to the designated charity.

United Way of Greater Moncton and Southeastern New Brunswick Region Inc.

Notes to the Financial Statements

December 31, 2017

2. Summary of significant accounting policies (continued)

(e) Amortization of capital assets

Capital assets are stated at cost less accumulated amortization and are being amortized over the estimated lives of the assets. The assets are amortized using the following amortization methods:

	Method	Rate
Computers and office equipment	Declining balance	20%
Leasehold improvements	Straight-line	20 years
Software	Declining balance	55%

(f) Use of estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates. Significant estimates made by management are the determination of the net realizable value of the pledges receivable.

(g) Investments

Short-term investments are measured at fair market value.

3. Calculation of cost revenue ratios

In accordance with United Way Canada's Transparency, Accountability and Financial Reporting policies, the Organization uses the following method to calculate cost revenue ratios ("CRR"):

	<u>2017</u>	<u>2016</u>
Total revenue	\$ 2,697,048	\$ 2,689,179
Pledge shrinkage (allowance)	<u>77,899</u>	<u>70,649</u>
Total revenue for CRR calculation	<u>\$ 2,774,947</u>	<u>\$ 2,759,828</u>
Breakdown of fundraising expenses on statement of operations		
Direct fundraising expenses	\$ 242,978	\$ 219,293
General management and administrative expenses	<u>220,867</u>	<u>234,796</u>
Total fundraising expenses	<u>\$ 463,845</u>	<u>\$ 454,089</u>
Direct fundraising expenses as a percentage of total revenue	8.8%	7.9%
General management and administrative expenses as a percentage of total revenue	<u>8%</u>	<u>8.5%</u>
Total fundraising expenses as a percentage of total revenue	<u>16.8%</u>	<u>16.4%</u>

United Way of Greater Moncton and Southeastern New Brunswick Region Inc.

Notes to the Financial Statements

December 31, 2017

4. Capital assets

			<u>2017</u>	<u>2016</u>
	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book value</u>	<u>Net Book Value</u>
Computers and office equipment	\$ 83,156	\$ 74,650	\$ 8,506	\$ 10,632
Leasehold improvements	7,694	2,327	5,367	5,752
Software	<u>24,950</u>	<u>23,298</u>	<u>1,652</u>	<u>3,672</u>
	<u>\$ 115,800</u>	<u>\$ 100,275</u>	<u>\$ 15,525</u>	<u>\$ 20,056</u>

5. Payables and accrual

	<u>2017</u>	<u>2016</u>
Trade payable	\$ 21,921	\$ 26,050
Payable to the community	432,301	331,540
Accruals and other payables	<u>44,736</u>	<u>32,626</u>
	<u>\$ 498,958</u>	<u>\$ 390,216</u>

6. Deferred campaign contributions

These deferred revenues are comprised entirely of donations from the fall campaign where the donors have designated which charitable organizations are to receive the donations. Due to the timing of the annual campaign close to the end of the fiscal year, these funds will be paid out during the following fiscal year and recognized as revenue with an offsetting expenditure recorded at that time. The designated charitable organizations are described below:

	<u>2017</u>	<u>2016</u>
Registered charities	\$ 260,029	\$ 197,124
Health-partners	141,303	137,457
Other United Ways	<u>86,770</u>	<u>94,540</u>
	<u>\$ 488,102</u>	<u>\$ 429,121</u>

United Way of Greater Moncton and Southeastern New Brunswick Region Inc.

Notes to the Financial Statements

December 31, 2017

7. Internally restricted net assets

	<u>2017</u>	<u>2016</u>
Agencies allocation	\$ 1,036,396	\$ 1,269,500
Operational Reserve	<u>250,555</u>	<u>250,555</u>
	<u>\$ 1,286,951</u>	<u>\$ 1,520,055</u>

The agencies allocation is the amount internally restricted to be paid to different agencies in the community in 2018.

The Operational Reserve represents funds restricted by the board of directors annually for future operations.

8. Campaign revenue

	<u>2017</u>	<u>2016</u>
(i) Annual campaign results		
(a) Donations through payroll deductions	\$ 1,467,746	\$ 1,253,193
(b) Cash donations from businesses and individuals	933,827	1,055,126
(c) Donations for the previous campaign received and recorded in the current year	<u>21,291</u>	<u>23,041</u>
	<u>2,422,864</u>	<u>2,331,360</u>
(ii) Allowances for uncollectable pledges		
(a) Budgeted allowance for uncollectible pledges	(90,000)	(90,000)
(b) Difference in previous year's uncollectible pledges	12,101	19,351
(iii) Deferred campaign revenue (donor designated)		
(a) Current year donations deferred to next year	(488,101)	(429,121)
(b) Prior year donations recognized in current year	<u>429,121</u>	<u>458,034</u>
	<u>\$ 2,285,985</u>	<u>\$ 2,289,624</u>

Included in campaign revenues are donations processed by other United Way's totalling \$616,870.

9. Allocations to designated agencies

United Way campaign donors have been able to specify on their pledge forms the name(s) of registered charitable organization(s) to which they wish their contributions be allocated. Designated allocations less a processing charge, if applicable, are paid out by December 31st of the applicable campaign year.

United Way campaign donors from the Government of Canada Workplace can also designate allocations to Healthpartners and a federation of 15 national health charities. The payroll deduction pledges relating to this initiative are recorded at December 31, 2017 in receivables and deferred campaign contributions.

United Way of Greater Moncton and Southeastern New Brunswick Region Inc.

Notes to the Financial Statements

December 31, 2017

10. Financial instrument risk management

The Organization considers any contract creating a financial asset, liability or equity instrument as a financial instrument. The Organization's financial instruments consist of cash and cash equivalents, short-term investments, receivables and payables and accruals.

The Organization initially measures its financial assets and liabilities at fair value adjusted for transaction costs. Transaction costs related to financial instruments subsequently measured at fair value are recorded in the statement of earnings on initial measurement. The Organization subsequently measures all of its financial instruments at amortized cost, except for the short term investments which are measured at fair value.

The Organization has a comprehensive risk management framework to monitor, evaluate and manage the principal risks assumed with financial instruments. The risks that arise from financial instruments include credit risk, liquidity risk and market risk. Unless otherwise noted it is management's opinion that the Organization is not exposed to other price risks arising from financial instruments.

Credit risk

Credit risk is the risk that the Organization will incur a loss because the pledges are not recovered. The Organization's financial instruments that are exposed to credit risk include the campaign pledges receivables and other receivables.

Liquidity risk

Liquidity risk is the risk that the Organization may not have cash available to satisfy financial liabilities as they come due. To mitigate this risk, the Organization is internally monitoring this level of liquidity on a regular basis.

Market risk

Market risk is the risk that the fair value of future cash flows of a financial instrument, that is short-term investments, will fluctuate because of changes in market prices. For purposes of this disclosure, the Organization segregates market risk into two categories: interest rate risk and fair value risk. The Organization is exposed to interest rate risk and fair value risk.

i) Interest rate risk

Interest rate risk is the potential for loss arising from changes in interest rates. Financial instruments that potentially subject the Organization to interest rate risk are the short-term investments. The Organization does not hedge interest rate risk.

ii) Fair value risk

Fair value risk is the potential for loss from an adverse movement in the value of a financial instrument. The Organization incurs fair value risk on its short-term investments. The Organization does not hedge its fair value risk.

11. Commitment

The Organization entered into a 20 year lease for office space which commenced December 1, 2011. The terms of the lease require annual fixed rental fees of \$33,220 plus HST and an additional fluctuating annual operational rental fee of approximately \$23,830 plus HST.

United Way of Greater Moncton and Southeastern New Brunswick Region Inc.

Notes to the Financial Statements

December 31, 2017

12. Government of Canada Workplace Charitable Campaign expenses

Started for the 2013 campaign, the GCWCC National Finance Office will recover the costs on behalf of local United Ways from Health-partners and reimburse each United Way at the end of the campaign. The cost recovery formula will be consistent with the current formula used by the National Finance Office to recover costs incurred in the National Capital Region. Health-partners will pay for their pro-rata share of the actual costs directly attributable to the GCWCC based on Health-partner's percentage of the total revenue.

Costs	<u>2017</u>	<u>2016</u>
Salaries and benefits	\$ 3,741	\$ 4,059
Meeting and travel	52	42
Event expenses	42	80
Office supplies	124	122
Campaign Supplies & Materials	248	326
Communications & Marketing	99	109
Printing & Distribution	281	234
Telecom & IT	124	184
Bank & Credit Card Charges	4,408	4,246
Other Direct Costs	<u>136</u>	<u>187</u>
	<u>\$ 9,255</u>	<u>\$ 9,589</u>

**United Way of Greater Moncton and Southeastern
New Brunswick Region Inc.
Schedule of Fundraising Expenditures**

Year Ended December 31

2017

2016

	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>
Amortization	\$ 4,500	\$ 2,719	\$ 4,519
AGM	1,500	1,184	788
Campaign expenditures:			
GCWCC	35,000	39,646	37,569
Kickoff	3,500	2,852	3,363
Supplies	9,000	8,939	8,483
Celebration	2,500	2,723	2,225
Cleaning and repairs	2,250	2,206	2,235
Conventions and travel	2,609	2,142	3,854
Donation Tracker Support	2,500	2,410	2,568
Insurance	4,025	4,071	4,013
Interest and bank charges	7,250	8,479	6,543
Legal Gala	-	-	5,863
Songs of the City	7,000	1,066	-
Soupfest	500	706	-
Loaned rep expenditures	1,500	1,447	1,427
Marcomm/Marketing	5,500	5,415	6,500
Media	22,500	17,418	8,193
Meetings - general	3,150	2,575	2,884
Meetings - regional	-	-	27
Meetings - New Brunswick UW's	135	-	109
Memberships	1,665	2,379	1,656
Office supplies	3,300	3,035	3,309
Office equipment leasing and servicing	1,650	1,174	1,332
Office furniture and equipment	720	123	244
Parking	3,600	3,825	3,312
Postage	2,870	792	2,572
Professional development	2,450	1,734	1,806
Professional fees	16,700	16,700	16,700
Public relations	5,150	4,039	4,626
Rent	36,798	36,796	36,625
Salaries and benefits	275,510	273,626	270,847
Sundry	600	809	488
Technology	900	2,764	1,429
Telephone and fax	5,100	7,201	5,826
Translation	800	1,232	358
Travel	1,650	1,618	1,796
	<u>\$ 474,382</u>	<u>\$ 463,845</u>	<u>\$ 454,089</u>

**United Way of Greater Moncton and Southeastern
New Brunswick Region Inc.
Schedule of Allocations Expenditures**

Year Ended December 31

		2017	2016
	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>
a) Moncton Region United Way Funded Agencies (Page 16)	\$ 1,276,606	\$ 1,289,443	\$ 1,087,850
b) Other designated agencies	197,169	203,288	219,629
c) Designations sent directly to and distributed by United Ways and individual companies	94,540	94,540	85,107
d) Designations sent directly to and distributed by Healthpartners	137,407	137,457	155,419
e) Community service expenditures (Page 15)	<u>283,511</u>	<u>272,491</u>	<u>283,895</u>
	<u>\$ 1,989,233</u>	<u>\$ 1,997,219</u>	<u>\$ 1,831,900</u>

**United Way of Greater Moncton and Southeastern
New Brunswick Region Inc.
Schedule of Community Service Expenditures**

Year Ended December 31

2017

2016

	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>
Amortization	\$ 3,000	\$ 1,812	\$ 3,013
AGM	1,000	789	526
Cleaning and repairs	1,500	1,471	1,490
Community development	8,000	8,423	7,443
Conventions and travel	2,739	2,267	5,061
Media	1,000	1,063	1,498
Meetings - general	4,100	1,993	3,928
Meetings - regional	-	-	18
Meetings - New Brunswick UW's	90	-	72
Memberships	1,110	1,586	1,104
Office supplies	2,200	2,023	2,206
Office equipment leasing and servicing	1,100	782	888
Office furniture and equipment	480	82	162
Parking	2,400	2,550	2,208
Postage	580	394	382
Professional development	2,800	1,664	2,227
Public relations	2,100	1,913	1,999
Recognition	1,000	931	995
Rent	24,532	24,531	24,416
Salaries and benefits	213,530	204,912	214,550
Sundry	400	539	325
Technology	4,850	5,906	3,786
Telephone and fax	3,400	4,800	3,884
Translations	1,000	1,464	901
Travel	600	596	813
	<u>\$ 283,511</u>	<u>\$ 272,491</u>	<u>\$ 283,895</u>

**United Way of Greater Moncton and Southeastern
New Brunswick Region Inc.
Schedule of Community Funding**

Year Ended December 31	2017		2016
	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>
Ability Transit	\$ 40,000	\$ 40,000	\$ 40,000
Ability NB	30,000	30,000	20,000
Aids Moncton	68,000	68,000	40,000
Anglophone East School Dist.	70,000	70,000	70,000
Atlantic Wellness Community Centre	50,000	50,000	22,500
Beauséjour Family Crisis Resource Centre	42,000	42,000	-
Big Brothers Big Sisters	-	-	70,000
Big Cove First Nations Wellness Committee	60,000	60,000	60,000
Boys and Girls Club of Moncton	55,000	55,000	55,000
CMHA	-	-	15,000
Cavalier Riding Club	5,000	5,000	5,000
CNIB	49,500	49,500	52,375
Crossroad for Women	15,000	15,000	49,000
Dieppe Boys and Girls Club	35,000	35,000	35,000
District Scolaire Francophone Sud	45,000	45,000	45,000
Greater Moncton Literacy Advisory Board	-	-	10,000
Maison des Jeunes	15,000	15,000	15,000
Moncton Headstart	130,000	130,000	130,000
Open Sky Co-operative Ltd.	80,000	80,000	-
PEDVAC	40,000	40,000	30,000
Petitcodiac Boys and Girls Club	72,000	72,000	72,000
Riverview Boys and Girls Club	81,000	81,000	72,000
SEDHH	57,000	57,000	37,000
Support to Single Parents	-	-	30,000
Tantramar Family Resources Centre	14,000	14,000	15,000
Tele-Drive Albert County	25,000	25,000	20,000
Volunteer Centre SENB Driver Program	17,500	17,500	17,500
Youth Impact	75,000	75,000	-
YWCA	98,500	98,500	55,000
	<u>1,269,500</u>	<u>1,269,500</u>	<u>1,082,375</u>
United Way of Canada	22,106	22,106	20,803
Forfeited Community Funding	<u>(15,000)</u>	<u>(2,163)</u>	<u>(15,328)</u>
	<u>\$ 1,276,606</u>	<u>\$ 1,289,443</u>	<u>\$ 1,087,850</u>

**United Way of Greater Moncton and Southeastern
New Brunswick Region Inc.
Schedule of Community Building Program Funding**

Year Ended December 31

2017

2016

Community events	\$ 6,376	\$ 7,217
Community inclusion Network	51,589	44,240
Day of Caring	25,961	35,581
Food Security-ESIC	6,627	33,281
Moncton Market Kitchen	-	4,915
Our Food SENB	87,845	76,272
Peer Supported Housing Project	202,899	210,675
Peer Supported Housing 42 Edmond	<u>47,206</u>	<u>-</u>
	<u>\$ 428,503</u>	<u>\$ 412,181</u>
