

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

FINANCIAL STATEMENTS

APRIL 30, 2013

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## INDEPENDENT AUDITORS' REPORT

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

We have audited the accompanying financial statements of Canadian Alliance of Student Associations, which comprise the statement of financial position as at April 30, 2013, and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### **Management's responsibility for the financial statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditors' responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### **Opinion**

In our opinion, the financial statements present fairly, in all material respects, the financial position of Canadian Alliance of Student Associations as at April 30, 2013, 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.

### **Comparative Information**

Without modifying our opinion, we draw attention to note 10 to the financial statements which describes that Canadian Alliance of Student Associations adopted Canadian accounting standards for not-for-profit organizations on May 1, 2012 with a transition date of May 1, 2011. These standards were applied retrospectively by management to the comparative information in these financial statements, including the statements of financial position as at April 30, 2012 and May 1, 2012, and the statements operations, changes in net assets and cash flows for the year ended April 30, 2012 and related disclosures. We were not engaged to report on the restated comparative information and as such, it is unaudited.

OHCD LLP.

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

Ottawa, Ontario  
October 20, 2013

## CANADIAN ALLIANCE OF STUDENT ASSOCIATIONS (CASA)

STATEMENT OF FINANCIAL POSITION  
AS AT APRIL 30, 2013

	2013	2012
<b>CURRENT ASSETS</b>		
Cash	\$ 224,375	\$ 224,155
Short term investments (note 2)	428,349	226,077
Accounts receivable	10,177	3,325
Prepaid expenses	6,567	4,360
	669,468	457,917
<b>CAPITAL ASSETS (NOTE 3)</b>	5,621	8,617
	\$ 675,089	\$ 466,534
<b>CURRENT LIABILITIES</b>		
Accounts payable and accrued liabilities	\$ 37,017	\$ 24,627
Deferred revenue (note 4)	3,636	2,198
	40,653	26,825
<b>NET ASSETS</b>		
Unrestricted net assets	553,960	381,237
Invested in capital assets	5,621	8,617
Internally restricted net assets	74,855	49,855
	634,436	439,709
	\$ 675,089	\$ 466,534

CONTINGENCY (NOTE 8)

Approved on behalf of the Board:

\_\_\_\_\_  
Director

\_\_\_\_\_  
Director

## CANADIAN ALLIANCE OF STUDENT ASSOCIATIONS (CASA)

### STATEMENT OF CHANGES IN NET ASSETS FOR THE YEAR ENDED APRIL 30, 2013

	2013	2012
<b>UNRESTRICTED NET ASSETS</b>		
Balance - beginning of year	\$ 381,237	\$ 149,584
Net revenue for the year	194,727	242,652
Investment in capital assets	2,996	(999)
Transfer to internally restricted net assets	(25,000)	(10,000)
Balance - end of year	\$ 553,960	\$ 381,237
<b>INVESTED IN CAPITAL ASSETS</b>		
Balance - beginning of year	\$ 8,617	\$ 7,618
Purchase of capital assets	-	4,626
Amortization of capital assets	(2,996)	(3,627)
Balance - end of year	\$ 5,621	\$ 8,617
<b>INTERNALLY RESTRICTED (NOTE 7)</b>		
Balance - beginning of year	\$ 49,855	\$ 39,855
Transfer from unrestricted net assets	25,000	10,000
Balance - end of year	\$ 74,855	\$ 49,855

## CANADIAN ALLIANCE OF STUDENT ASSOCIATIONS (CASA)

STATEMENT OF OPERATIONS  
FOR THE YEAR ENDED APRIL 30, 2013

	2013	2012
<b>REVENUE</b>		
Membership dues	\$ 673,493	\$ 683,650
Conference fees and other	38,222	61,089
	711,715	744,739
<b>EXPENSE</b>		
Amortization of capital assets	2,996	3,627
Bank charges and interest	336	489
Board retreat	8,491	9,014
Bad debt	-	129
Conferences	47,669	57,137
Hiring	1,050	1,529
Insurance	3,640	3,556
Moving - staff	-	481
Office supplies and services	19,804	14,041
Postage and courier	433	568
Public relations	35,005	18,100
Professional fees	7,992	29,327
Rent	50,833	50,056
Research	2,185	3,065
Salaries and benefits	299,199	270,989
Security	338	468
Subscriptions and research documents	2,898	2,340
Telecommunications	6,724	7,185
Translation	14,022	20,670
Travel and meetings	13,373	9,316
	516,988	502,087
<b>NET REVENUE FOR THE YEAR</b>	<b>\$ 194,727</b>	<b>\$ 242,652</b>

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

STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED APRIL 30, 2013

	2013	2012
<b>CASH PROVIDED BY (USED FOR)</b>		
<b>OPERATING ACTIVITIES</b>		
Net revenue for the year	\$ 194,727	\$ 242,652
Item not requiring cash:		
Amortization of capital assets	2,996	3,627
	197,723	246,279
Changes in non-cash working capital:		
Accounts receivable	(6,852)	999
Prepaid expenses	(2,207)	1,110
Accounts payable and accrued liabilities	12,390	(13,829)
Deferred revenue	1,438	(375)
	202,492	234,184
<b>INVESTING ACTIVITIES</b>		
Purchase of capital assets	-	(4,626)
Purchase of short term investments	(202,272)	(101,077)
<b>CHANGE IN CASH FOR THE YEAR</b>	220	128,481
Cash beginning of the year	224,155	95,674
<b>CASH END OF YEAR</b>	\$ 224,375	\$ 224,155

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

## **NOTES TO FINANCIAL STATEMENTS**

APRIL 30, 2013

Canadian Alliance of Student Associations was incorporated on June 27, 1995 without share capital, under the laws of Canada. It is the mission of the Alliance to ensure that the students of Canada are full participants in defining the future of post-secondary education in Canada. The Alliance is a not-for-profit organization and is not subject to income taxes.

### **1. SIGNIFICANT ACCOUNTING POLICIES**

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations (see note 10) and include the following significant accounting policies:

#### **(a) Capital assets**

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

#### **(b) Revenue recognition**

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

#### **(c) Use of estimates**

The preparation of these financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates. These estimates are reviewed annually and as adjustments become necessary, they are recorded in the financial statements in the period in which they become known.

#### **(d) Financial instruments**

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

### **2. SHORT TERM INVESTMENTS**

Short term investments consists of cashable guaranteed investment certificates that earn interest at rates from 0.95% to 1% per year and mature between July 16, 2013 and December 18, 2013.

## CANADIAN ALLIANCE OF STUDENT ASSOCIATIONS (CASA)

NOTES TO FINANCIAL STATEMENTS  
APRIL 30, 2013

### 3. CAPITAL ASSETS

			2013		2012	
	Cost	Accumulated Amortization	Net	Net		
Computer equipment	\$ 18,259	\$ 15,460	\$ 2,799	\$ 5,090		
Furniture equipment	4,989	2,167	2,822	3,527		
	\$ 23,248	\$ 17,627	\$ 5,621	\$ 8,617		

### 4. DEFERRED REVENUE

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

### 5. COMMITMENTS

The Alliance rents office space under a lease agreement that extends to October 31, 2018. Annual lease payments are as follows:

2014	\$ 23,100
2015	23,900
2016	24,500
2017	24,900
2018	25,300

### 6. FINANCIAL INSTRUMENTS

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



## CANADIAN ALLIANCE OF STUDENT ASSOCIATIONS (CASA)

NOTES TO FINANCIAL STATEMENTS  
APRIL 30, 2013

### 7. INTERNALLY RESTRICTED NET ASSETS

	Balance beginning of year	Restricted in year	Used in year	Balance end of year
Contingency Fund	\$ 40,593	\$ -	\$ -	\$ 40,593
Federal Election Fund	262	10,000	-	10,262
Capital Fund	9,000	-	-	9,000
Campus Tour Fund	-	15,000	-	15,000
	\$ 49,855	\$ 25,000	\$ -	\$ 74,855

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

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

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

Campus Tour Fund is reserved for home office staff to visit current members of CASA to build stronger relationships with all the executives and governing bodies of their organizations.

### 8. CONTINGENCY

CASA has been served with two third party claims by former employees. These former employees are defendants in an action that alleges defamation and claims \$350,000 in damages plus interest and costs. The Alliance is defending these actions and is of the opinion that the actions are without merit. The outcome of these actions is not determinable. As a result the loss, if any, has not been recorded in the financial statements.

### 9. COMPARATIVE FIGURES

Certain 2012 comparative figures have been reclassified to conform with the financial statement presentation adopted for the current year.

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

### NOTES TO FINANCIAL STATEMENTS

APRIL 30, 2013

#### **10. ADOPTION OF ACCOUNTING STANDARDS FOR NOT-FOR-PROFIT ORGANIZATIONS**

Effective May 1, 2012 the Alliance adopted the requirements of the Canadian Institute of Chartered Accountants (CICA) Handbook - Accounting, electing to adopt the new accounting framework: Canadian accounting standards for not-for-profit organizations (ASNFPPO). These are the Alliance's first financial statements prepared in accordance with ASNFPPO which has been applied retrospectively. The significant accounting policies in note 1 have been applied in preparing these financial statements for the year ended April 30, 2013 and the comparative information presented in these financial statements for the year ended April 30, 2012 and in the preparation of the opening balance sheet as at May 1, 2011 (the Alliance's date of transition).

The Alliance issued financial statements for the year ended April 30, 2012 using generally accepted accounting principles prescribed by CICA Handbook - Accounting V. The adoption of ASNFPPO had no impact on the previously reported assets, liabilities and net assets of the Alliance, and accordingly; no adjustments have been recorded in the comparative statement of financial position and statements of changes in net assets, operations and cash flows; and the opening statement of financial position has not been presented. The comparative figures were audited by another auditor who expressed an unmodified opinion on those statement on August 20, 2012.