

Financial statements of

**THE UNLOCKING POTENTIAL
FOUNDATION OF
CALGARY AND AREA**

And Independent Auditors' Report thereon

Year ended December 31, 2019



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INDEPENDENT AUDITORS' REPORT

To the Board of Directors of The Unlocking Potential Foundation of Calgary and Area

Opinion

We have audited the financial statements of The Unlocking Potential Foundation of Calgary and Area (the Entity), which comprise:

- the statement of financial position as at December 31, 2019
- the statement of operations for the year then ended
- the statement of changes in fund balances for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements, present fairly, in all material respects, the financial position of the Entity as at December 31, 2019, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "Auditors' Responsibilities for the Audit of the Financial Statements" section of our auditors' report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.



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

Responsibilities of Management and Those Charged with Governance for the Financial Statements

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

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.



The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

KPMG LLP

Chartered Professional Accountants

Calgary, Canada

March 31, 2020

THE UNLOCKING POTENTIAL FOUNDATION OF CALGARY AND AREA



Statement of Financial Position

December 31, 2019, with comparative information for 2018

	Externally Restricted Funds						Total 2019	Total 2018
	General Fund	DG Campbell Fund	Coyes Family Fund	Nora Kehoe Fund	Scholarship Fund	Pat Campbell Fund		
Assets								
Current assets:								
Cash and cash equivalents	\$ 359,611	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 359,611	\$ 214,006
Restricted cash	3,266	79,245	10,000	58,763	3,802	164,465	319,541	318,768
Marketable securities (note 3)	99,646	431,157	-	-	-	-	530,803	480,711
Short term investments (note 3)	421,656	10,029	-	-	-	-	431,685	423,700
Accounts receivable	10,409	-	-	-	-	-	10,409	19,753
Goods and services tax receivable	33	-	-	-	-	-	33	207
Prepaid expenses	6,869	-	-	-	-	-	6,869	20,210
	901,490	520,431	10,000	58,763	3,802	164,465	1,658,951	1,477,355
Long term investments (note 3)	274,255	216,660	-	-	-	-	490,915	529,144
	\$ 1,175,745	\$ 737,091	\$ 10,000	\$ 58,763	\$ 3,802	\$ 164,465	\$ 2,149,866	\$ 2,006,499
Liabilities and Fund Balances								
Current liabilities:								
Accounts payable and accrued liabilities	\$ 152,731	\$ -	\$ 10,000	\$ 3,523	\$ -	\$ -	\$ 166,254	\$ 99,661
Deferred contributions:								
Related to operations (note 4)	22,195	-	-	-	-	-	22,195	13,020
	174,926	-	10,000	3,523	-	-	188,449	112,681
Fund balances:								
Endowment fund	-	737,091	-	-	-	-	737,091	654,980
Externally restricted funds	-	-	-	55,240	3,802	164,465	223,507	267,380
Unrestricted funds	1,000,819	-	-	-	-	-	1,000,819	971,458
	1,000,819	737,091	-	55,240	3,802	164,465	1,961,417	1,893,818
Subsequent event (note 10)								
	\$ 1,175,745	\$ 737,091	\$ 10,000	\$ 58,763	\$ 3,802	\$ 164,465	\$ 2,149,866	\$ 2,006,499

See accompanying notes to financial statements.

Approved on behalf of the Board:

Director

Director

THE UNLOCKING POTENTIAL FOUNDATION OF CALGARY AND AREA

Statement of Operations

Year ended December 31, 2019, with comparative information for 2018

	General Fund			Externally Restricted Funds					Total 2019	Total 2018
	Fundraising Events	General Operations	Subtotal	DG Campbell Fund	Coyes Family Fund	Nora Kehoe Fund	Scholarship Fund	Pat Campbell Scholarship Fund		
Revenue:										
Donations (note 6)	\$ 232,164	\$ 323,069	\$ 555,233	\$ 1,206	\$ 10,000	\$ 30,402	\$ -	\$ -	\$ 596,841	\$ 520,642
Live auction (note 6)	107,500	-	107,500	-	-	-	-	-	107,500	28,850
Ticket sales	91,415	-	91,415	-	-	-	-	-	91,415	100,480
Sponsorships	85,000	-	85,000	-	-	-	-	-	85,000	88,000
Silent auction (note 6)	45,215	-	45,215	-	-	-	-	-	45,215	35,628
Raffle sales	10,000	-	10,000	-	-	-	-	-	10,000	3,560
Balloon sales	9,000	-	9,000	-	-	-	-	-	9,000	8,420
Other	2,060	-	2,060	-	-	-	-	-	2,060	-
	582,354	323,069	905,423	1,206	10,000	30,402	-	-	947,031	785,580
Expenses:										
Funding to Catholic Family Services (note 7)	-	574,160	574,160	-	61,410	19,222	-	-	654,792	444,238
Functions – event expenses	158,440	-	158,440	-	-	-	-	-	158,440	35,787
Functions – event contracts	84,974	-	84,974	-	-	-	-	-	84,974	91,791
Scholarships	-	21,586	21,586	-	-	-	2,738	905	25,229	71,803
Donation expense	-	17,139	17,139	-	-	-	-	-	17,139	64,607
Professional fees	-	9,322	9,322	-	-	-	-	-	9,322	9,300
Office expenses	-	6,625	6,625	-	-	-	-	-	6,625	4,395
Payment method charges	2,680	241	2,921	-	-	-	-	-	2,921	6,343
Insurance	-	1,750	1,750	-	-	-	-	-	1,750	1,750
Contracted services	575	-	575	-	-	-	-	-	575	8,491
Advertising and promotion	-	330	330	-	-	-	-	-	330	1,845
	246,669	631,153	877,822	-	61,410	19,222	2,738	905	962,097	740,350
Changes in fair value of investments	-	17,795	17,795	47,403	-	-	-	-	65,198	(10,210)
Investment income	-	20,629	20,629	7,219	-	-	-	-	27,848	24,357
Commission and interest expenses	(2,996)	(911)	(3,907)	(6,474)	-	-	-	-	(10,381)	(7,629)
	(2,996)	37,513	34,517	48,148	-	-	-	-	82,665	6,518
Excess (deficiency) of revenue over expenses	\$ 332,689	\$ (270,571)	\$ 62,118	\$ 49,354	\$ (51,410)	\$ 11,180	\$ (2,738)	\$ (905)	\$ 67,599	\$ 51,748

See accompany notes to financial statements.

THE UNLOCKING POTENTIAL FOUNDATION OF CALGARY AND AREA

Statement of Changes in Fund Balances

Year ended December 31, 2019, with comparative information for 2018

	Externally Restricted Funds						Total 2019	Total 2018
	General Fund	DG Campbell Fund	Coyes Family Fund	Nora Kehoe Fund	Scholarship Fund	Pat Campbell Fund		
Balance, beginning of year	\$ 971,458	\$ 654,980	\$ 51,410	\$ 44,060	\$ 6,540	\$ 165,370	\$ 1,893,818	\$ 1,842,070
Excess (deficiency) of revenue over expense	62,118	49,354	(51,410)	11,180	(2,738)	(905)	67,599	51,748
Interfund transfer (note 8)	(32,757)	32,757	-	-	-	-	-	-
Balance, end of year	\$ 1,000,819	\$ 737,091	\$ -	\$ 55,240	\$ 3,802	\$ 164,465	\$ 1,961,417	\$ 1,893,818

See accompanying notes to financial statements.

THE UNLOCKING POTENTIAL FOUNDATION OF CALGARY AND AREA
Statement of Cash Flows

Year ended December 31, 2019, with comparative information for 2018

	2019	2018
Cash provided by (used in):		
Operations:		
Cash receipts from donors and sponsors	\$ 814,540	\$ 737,109
Cash paid to suppliers and related entity	(730,979)	(688,958)
Investment income	82,665	6,518
	<u>166,226</u>	<u>54,669</u>
Investing:		
Net purchases of marketable securities and investments	(19,848)	(25,291)
	<u>146,378</u>	<u>29,378</u>
Increase in cash	146,378	29,378
Cash at the beginning of the year	532,774	503,396
Cash and cash equivalents, end of year	\$ 679,152	\$ 532,774
Cash and cash equivalents consists of:		
Cash and cash equivalents	\$ 359,611	\$ 214,006
Restricted cash	319,541	318,768
	<u>\$ 679,152</u>	<u>\$ 532,774</u>

See accompanying notes to financial statements.

THE UNLOCKING POTENTIAL FOUNDATION OF CALGARY AND AREA

Notes to Financial Statements

Year ended December 31, 2019, with comparative information for 2018

1. Purpose of the organization:

The Unlocking Potential Foundation of Calgary and Area (the "Foundation") was created to ensure the long-term sustainability of quality programs that translate into better lives for vulnerable Calgarians.

The Unlocking Potential Foundation of Calgary is incorporated under the Societies Act of Alberta and is a registered charity under the Income Tax Act, and as such, is not subject to the payment of income tax under Section 149 (1) (f) of the Income Tax Act of Canada.

2. Significant accounting policies:

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations in Part III of the CPA Canada Handbook, and in management's opinion, have been properly prepared within reasonable limits of materiality and within the framework of the significant accounting policies summarized below:

(a) Revenue recognition:

The Foundation follows the restricted fund method of accounting for contributions. Restricted contributions for which there is a corresponding restricted fund are recognized as revenue of the appropriate fund in the year in which the funds are received or receivable if the amount to be received can be reasonably estimated and collection is reasonably certain.

Restricted contributions for which there is no corresponding restricted fund but that are for operations and that are externally restricted are deferred and recognized as revenue in the year in which the related expenses are incurred.

Unrestricted contributions are recognized as revenue of the general fund in the year received or receivable if the amount to be received can be reasonably estimated and collection reasonably assured.

(b) Fund accounting:

The Foundation uses the following funds to report its operations and financial position.

(i) General Fund:

The General Fund accounts for current operations and programs and for the Foundation's general operations. Unrestricted contributions and contributions restricted for use in operations are reported in this fund.

THE UNLOCKING POTENTIAL FOUNDATION OF CALGARY AND AREA

Notes to Financial Statements

Year ended December 31, 2019, with comparative information for 2018

2. Significant accounting policies (continued):

(b) Fund accounting (continued):

(ii) D.G. (Greg) Campbell Humanitarian Endowment Fund:

D.G. (Greg) Campbell Humanitarian Endowment Fund shall be used only for charitable purposes, within the objects of the Foundation as set forth when the fund was created or as may be amended from time to time by a special resolution of the members of the Foundation. The Foundation will retain all capital contributions to the Fund for a period of not less than twenty (20) years from the establishment of the Fund (September 20, 2011). During this term, a percentage of the fair value of the Fund may be committed, granted or expended for the purposes of the Fund. The Foundation will invest, reinvest and administer the Fund in accordance with the Foundation's policies and procedures as established from time to time. The Foundation is entitled to commingle the Fund with other restricted funds under its administration.

(iii) Nora Valentine-Kehoe Family Fund:

Nora Valentine-Kehoe Family Fund provides direct support to programs offered by Catholic Family Service, with the exclusion of the Louise Dean Centre, that promote healthy families and positive outcomes for children of all faiths and cultures. The Fund will be invested, managed and controlled in accordance with the financial policies of the Foundation.

(iv) Coyes Family Fund:

Coyes Family Fund provides direct support to programs offered by Catholic Family Service, that promote healthy families and positive outcomes for children of all faiths and cultures. The Fund will be invested, managed and controlled in accordance with the financial policies of the Foundation.

(v) Scholarship Fund:

The Scholarship Fund offers two scholarships to support young parents from Louise Dean Centre to attend post-secondary education over two years. Each scholarship is comprised of twelve groups of twelve people who contribute financially each year. The bursary recognizes education as a route out of poverty, and provides for tuition, books, and basic needs while the young parent attends post-secondary.

(vi) Pat Campbell Scholarship Fund:

The Pat Campbell Scholarship Fund supports the success of graduates of Louise Dean Centre in their transition to post-secondary education (including college, university, certifications, and trades studies). The Fund will be invested, managed and controlled in accordance with the financial policies of the Foundation.

THE UNLOCKING POTENTIAL FOUNDATION OF CALGARY AND AREA

Notes to Financial Statements

Year ended December 31, 2019, with comparative information for 2018

2. Significant accounting policies (continued):

(c) Cash and cash equivalents:

Cash includes cash on hand and in banks. Cash equivalents are short term, highly liquid investments that are readily convertible to known amounts of cash, with original maturities of three months or less and that are subject to an insignificant risk of change in value.

(d) Contributed materials and services:

The Foundation, in common with many non-profit organizations, makes extensive use of donated materials in conducting its activities. Donated materials are recorded at their fair market value with a corresponding amount recorded for donation revenue when fair market value can be determined and the Foundation would otherwise have purchased those items. Fair market value of donated items is generally based on values provided by the donor and in some cases is estimated by the Foundation based on values from external sources. The contributed materials and supplies related to the silent and live auction are recorded to the statement of operations when received and sold as they are not considered to have met the definition of an asset upon receipt.

(e) Volunteer services:

Volunteers contribute many hours per year to assist the Foundation in carrying out its service delivery activities. Because of the difficulty in determining their fair value, contributed services are not recognized in the financial statements.

(f) Financial instruments:

Financial instruments are recorded at fair value on initial recognition. Freestanding derivative instruments that are not in a qualifying hedging relationship and equity instruments that are quoted in an active market are subsequently measured at fair value. All other financial instruments are subsequently recorded at cost or amortized cost, unless management has elected to carry the instruments at fair value.

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs, which are amortized using the straight-line method.

Financial assets are assessed for impairment on an annual basis at the end of the fiscal year. If there is an indicator of impairment, the Foundation determines if there is a significant adverse change in the expected amount or timing of future cash flows from the financial asset. If there is a significant adverse change in the expected cash flows, the carrying value of the financial asset is reduced to the highest of the present value of the expected cash flows, the amount that could be realized from selling the financial asset or the amount the Foundation expects to realize by exercising its right to any collateral.

THE UNLOCKING POTENTIAL FOUNDATION OF CALGARY AND AREA

Notes to Financial Statements

Year ended December 31, 2019, with comparative information for 2018

2. Significant accounting policies (continued):

(f) Financial instruments (continued):

If events and circumstances reverse in a future period, and impairment loss will be reversed to the extent of the improvement, not exceeding the initial carrying value.

(g) Measurement uncertainty:

The preparation of 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 the reported amounts of revenue and expenses during the reporting period. Significant estimates include valuation of accounts receivable and determined fair value of contributed goods and services. Actual results could differ from those estimates.

(h) Changes in accounting policies

In March 2018, the Accounting Standards Board issued "Basis for Conclusions - Accounting Standards Improvements for Not-for-Profit Organizations" resulting in the introduction of new handbook sections in the Accounting Standards for Not-for-Profit Part III of the Handbook as follows:

A. *Section 4433, Tangible capital assets held by not-for-profit organizations*, which directs organizations to apply the accounting guidance of *Section 3061, Property Plant and Equipment* in Part II of the Handbook. In so doing, the new section requires that organizations annually assess for partial impairment of tangible capital assets, to be recorded where applicable, as a non-reversible impairment expense. In addition, where practical, to componentize capital assets when estimates can be made of the useful lives of the separate components.

This section is applied on a prospective basis with the exception of the transitional provision to recognize an adjustment to opening net assets for partial impairments of tangible assets that existed as at January 1, 2019.

B. *Section 4434, Intangible assets held by not-for-profit organizations*, which directs organizations to annually assess intangible assets, and where applicable to record an impairment expenses should the net carrying value be higher than the asset's fair value or replacement cost.

This section is applied on a prospective basis with the exception of the transitional provision to recognize an adjustment to opening net assets for partial impairment of intangible assets that existed as at January 1, 2019.

THE UNLOCKING POTENTIAL FOUNDATION OF CALGARY AND AREA
Notes to Financial Statements

Year ended December 31, 2019, with comparative information for 2018

2. Significant accounting policies (continued):

(h) Changes in accounting policies (continued):

C. *Section 4441, Collections held by not-for-profit organizations*, which defines a collection and directs organizations to record such assets on the statement of financial position at either cost or nominal value. It is anticipated that all collections will be accounted for using the same method, with the exception of organizations that opt to account for

collections at cost, whereby the cost for certain collections either held or contributed cannot be determined. Such items are to be accounted for at a nominal value. In addition, collections are written down when there is evidence that the net carrying amount exceeds fair value.

Organizations are permitted to retrospectively capitalize collections at their cost or fair value at the date of acquisition, or fair value or replacement cost as at January 1, 2019, based on the most readily determinable value. In addition, an adjustment to opening net assets is permitted to recognize any partial impairment of the value of collections that existed as at January 1, 2019.

The amendments are effective for financial statements for fiscal years beginning on or after January 1, 2019. The implementation of these changes had no impact on the financial statements.

3. Investments:

	2019	2018
Marketable securities:		
Investment in mutual funds, at fair value	\$ 339,899	\$ 307,595
Investment in common shares at fair value	163,576	135,008
Investment in preferred shares at fair value	27,328	38,108
	<u>\$ 530,803</u>	<u>\$ 480,711</u>
Short term investments:		
GIC	\$ 421,656	\$ 363,377
Corporate bonds	10,029	15,070
Government bonds	-	45,253
	<u>\$ 431,685</u>	<u>\$ 423,700</u>
Long term investments:		
Long term investments	\$ 490,915	\$ 529,144
Total investments	<u>\$ 1,453,403</u>	<u>\$ 1,433,555</u>

THE UNLOCKING POTENTIAL FOUNDATION OF CALGARY AND AREA

Notes to Financial Statements

Year ended December 31, 2019, with comparative information for 2018

3. Investments (continued):

Guaranteed investment certificates (GICs), bearing interest rates ranging from 1.80% to 2.4% (2018 – 1.05% to 2.21%) with a maturity date of less than one year, are at amortized cost.

Corporate bonds and government bonds, bearing an interest rate of 2.54% (2018 – 1.75% to 2.40%), with a maturity date of less than one year, are at amortized cost.

Long term investments, including GICs, corporate bonds and government bonds with maturity dates greater than one year from the date of acquisition, bearing interest rates ranging from 2.10% to 3.20% (2018 – 1.61% to 3.20%) maturing between February 2021 to August 2026.

4. Deferred contributions related to operations:

Deferred contributions relate to funds received in the current year that relate to future year operational expenses.

	2018	Addition	Utilization	2019
Sponsorships	\$ 13,020	\$ 22,195	\$ 13,020	\$ 22,195

5. Financial instruments and financial risks:

The Foundation's financial instruments consist of cash and cash equivalents, marketable securities, short term investments, accounts receivable, long term investments, and accounts payable and accrued liabilities.

All financial instruments are initially recognized at fair market value on the statement of financial position. Subsequent measurement of financial instruments is based on their classification. Investment financial instruments are measured at fair market value with changes in fair market value recognized in the statement of operations and net assets.

(a) Market risk:

The investments of the Foundation are subject to market risk as changing interest rates impact the fair market value of the fixed rate investments, and the general economic conditions affect the market value of equity investments. The Board of Directors has implemented an investment policy that limits the nature of investments held.

(b) Liquidity risk:

Liquidity risk is the risk that the Foundation will be unable to fulfill its obligations on a timely basis or at a reasonable cost. The Foundation manages its liquidity risk by monitoring its operating requirements. The risk exposure on this risk is unchanged from the prior year.

THE UNLOCKING POTENTIAL FOUNDATION OF CALGARY AND AREA

Notes to Financial Statements

Year ended December 31, 2019, with comparative information for 2018

5. Financial instruments and financial risks (continued):

(c) Interest risk:

The Foundation is exposed to interest rate risk on its investments. The Board of Directors has implemented an investment policy that limits the nature of investments held. The risk exposure on this risk is unchanged from the prior year.

(d) Credit risk:

Credit risk refers to the risk that a counterparty may default on its contractual obligations resulting in a financial loss. The Foundation is exposed to credit risk to the extent that its contributors will be unable to meet their obligations. The Foundation has a large number of contributors, which minimizes the concentration of credit risk. The Foundation is exposed to credit risk on its cash and cash equivalent and accounts receivable. This risk is mitigated as cash and cash equivalent are held with chartered financial institutions.

6. Contributions in kind:

Included in donations, office program and function event expenses are amounts received for the silent and live auction related to the following contributions in kind: artwork, wine, jewelry, merchandise, gift cards and passes. Total contributions in kind for 2019 are \$151,184 (2018 – \$31,577). The majority of these items are donated to the silent and live auction which are then sold for proceeds and recognized as revenue in the silent and live auction revenue line items.

7. Related party transaction:

The Catholic Family Service of Calgary ("CFS") is considered a related entity to the Foundation. The two organizations have a number of board members in common, and their operations are closely linked, however neither controls the other. During the year, the Foundation entered into the following transactions with CFS:

- (a) The Board authorized the transfer of funds of \$654,792 (2018 – \$444,238) to CFS in accordance with the Foundation by-laws.
- (b) The Foundation is provided rent free use of facilities by CFS, and CFS employees provide management, support and fundraising services on behalf of the Foundation. CFS has two fulltime staff positions whose roles are allocated to fundraising. These staff members raise funds via the Foundation and CFS for all CFS and UP programs. A portion of their salary is covered by each program offered by CFS (and therefore are not included in the Foundation's audited financial statements). Total salary expenses for these two fulltime positions are \$113,470 (2018 – \$145,144).

THE UNLOCKING POTENTIAL FOUNDATION OF CALGARY AND AREA

Notes to Financial Statements

Year ended December 31, 2019, with comparative information for 2018

8. Interfund transfer:

In the year, in accordance with board policy, \$32,757 (2018 – \$29,414) was transferred from operating funds to the D.G (Greg) Campbell Endowment Fund. In the year, \$nil (2018 – \$7,052) was transferred from operating funds to the Nora Kehoe Fund.

9. Additional Information to comply with the disclosure requirement of the Charitable Fund-Raising Act of Alberta and regulations:

As required under Section 7(2) of the Regulations of the Charitable Fund-raising Act of Alberta, staff expenses in the amount of \$nil (2018- \$nil) were incurred in the year for the purposes of soliciting donations.

10. Subsequent event:

In January 2020, the World Health Organization declared the coronavirus a global health emergency and on March 11, 2020, the coronavirus was declared a global pandemic. The situation is dynamic with various cities and countries around the world responding in different ways to address the outbreak. At this time, governments and businesses around the world are introducing significant new measures to contain and control the spread of the virus.

There has been a significant drop in commodity prices and equity markets have reacted with the biggest decline experienced in more than a decade.

The full impact of these circumstances on businesses will not be fully understood until time has passed. The Foundation earns the majority of its revenue from its investment portfolio, and this subsequent event results in heightened risk related to the creditworthiness of the related counterparties and their future cash flows. While the impact is not yet known, we will continue to monitor the impact the coronavirus has on the Foundation's investments.