CHRISTIAN STEWARDSHIP SERVICES

FINANCIAL STATEMENTS

FOR THE YEAR ENDED JUNE 30, 2016

CHRISTIAN STEWARDSHIP SERVICES

INDEX TO THE FINANCIAL STATEMENTS

YEAR ENDED JUNE 30, 2016

	Page
INDEPENDENT AUDITOR'S REPORT	3
FINANCIAL STATEMENTS	
Statement of Financial Position	4
Statement of Changes in Fund Balances	5
Statement of Revenues and Expenses - General Fund	6
Statement of Receipts and Disbursements - Restricted Fund	7
Statement of Cash Flows	8
Notes to the Financial Statements	9 - 14



INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of: Christian Stewardship Services

We have audited the accompanying financial statements of Christian Stewardship Services, which comprise the statement of financial position as at June 30, 2016 and the statements of changes in fund balances, revenues and expenditures - general fund, receipts and disbursements - restricted fund 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 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 in our audit is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, these financial statements present fairly, in all material respects, the financial position of Christian Stewardship Services as at June 30, 2016 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.

Guelph, Ontario September 30, 2016 Chartered Professional Accountants
Licensed Public Accountants

CHRISTIAN STEWARDSHIP SERVICES STATEMENT OF FINANCIAL POSITION AS AT JUNE 30, 2016

	2016	2015
ASSETS		
CURRENT		
Cash	\$ 189,116	\$ 164,079
Short term investments	113,282	109,275
Accounts receivable Prepaid expenses	26,975 9,6 <u>01</u>	24,536 4,946
Prepaid expenses	338,974	302,836
CAPITAL ASSETS (note 4)	48,485	10,449
TOTAL GENERAL FUND ASSETS	<u>387,459</u>	313,285
RESTRICTED ASSETS - designated for restricted liabilities and reserves		
Restricted Assets - Deposits and endowments	53,685,853	46,244,117
Restricted Assets - Annuities	<u>5,315,996</u>	<u>5,599,698</u>
Total Investments (note 7)	<u>59,001,849</u>	<u>51,843,815</u>
	\$ <u>59,389,308</u>	\$ <u>52,157,100</u>
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities	\$ <u>47,117</u>	\$ <u>32,509</u>
RESTRICTED LIABILITIES (note 8)		
Restricted Fund obligations - Deposits	48,977,604	40,768,117
Restricted Fund obligations - Endowments	4,702,630	5,445,400
Restricted Fund obligations - Annuities Total Restricted Fund obligations	<u>4,799,878</u> <u>58,480,112</u>	<u>5,068,675</u> <u>51,282,192</u>
NET ASSETS		
UNRESTRICTED GENERAL FUND	340,340	280,776
RESTRICTED FUND RESERVE - ANNUITIES	498,307	531,023
RESTRICTED FUND RESERVE - DEPOSITS	23,432	30,600
	862,079	842,399
	\$ <u>59,389,308</u>	\$ <u>52,157,100</u>

APPROVED ON BEHALF OF THE BOARD:

Director

CHRISTIAN STEWARDSHIP SERVICES STATEMENT OF CHANGES IN FUND BALANCES FOR THE YEAR ENDED JUNE 30, 2016

	2016	2015				
UNRESTRICTED GENERAL FUND						
NET ASSETS, beginning of year	\$ 280,776	\$ 223,033				
Net surplus for the year	59,564	57,743				
NET ASSETS, end of year	\$ <u>340,340</u>	\$ <u>280,776</u>				
RESTRICTED FUND RESERVE	E - ANNUITIES					
NET ASSETS, beginning of year	\$ 531,023	\$ 577,859				
Transfers for the year	(32,716)	(46,836)				
NET ASSETS, end of year	\$ <u>498,307</u>	\$ <u>531,023</u>				
RESTRICTED FUND RESERVI	E - DEPOSITS					
NET ASSETS, beginning of year	\$ 30,600	\$ 35,843				
Transfers for the year	<u>(7,168</u>)	(5,243)				
NET ASSETS, end of year	\$ <u>23,432</u>	\$ 30,600				

CHRISTIAN STEWARDSHIP SERVICES STATEMENT OF REVENUES AND EXPENSES - GENERAL FUND FOR THE YEAR ENDED JUNE 30, 2016

	2016 Budget (note 5)			2016		2015
REVENUES						
Partner dues	\$	262,700	\$	263,224	\$	255,693
School sponsor fees		37,000		39,414		36,867
Administration fees		400,000		436,335		384,208
Consulting fees		40,000		12,260		16,395
Portfolio management fees		100,000		105,015		94,201
Gift disbursement fees		10,000		13,758		13,303
Donations to CSS		1,500		2,356		16,187
Cost recovery		17,000		17,553		21,457
Interest and other income		<u>3,000</u>	_	4,326	_	6,585
	_	<u>871,200</u>	_	<u>894,241</u>		844,896
EXPENSES						
Advertising and marketing		25,000		16,479		22,876
Amortization		16,000		3,162		. 6,459
Board meetings		6,200		8,834		5,913
Insurance		5,000		2,560		2,535
Interest and bank charges		1,500		1,388		1,401
Membership fees		5,000		5,185		2,941
Office expenses		15,000		11,302		12,203
Office equipment and computer upgrade		20,850		5,700		7,597
Professional and consulting fees		19,000		16,443		32,990
Rent		22,750		23,440		18,422
Salaries and benefits		661,100		665,529		606,865
Staff education		10,000		4,870		4,375
Telephone		17,800		13,915		12,671
Travel	_	46,000	_	55,870	_	49,905
	-	871,200	_	834,677	_	787,153
SURPLUS FROM GENERAL OPERATIONS	\$_	0	\$_	59,564	\$	57,743

CHRISTIAN STEWARDSHIP SERVICES STATEMENT OF RECEIPTS AND DISBURSEMENTS - RESTRICTED FUND FOR THE YEAR ENDED JUNE 30, 2016

	Deposits and Endowments	Annuities	Total 2016	Total 2015
RECEIPTS				
Deposit agreements	\$ 8,628,691	\$ 0	\$ 8,628,691	\$ 6,906,957
Annuities	0	390,000	390,000	340,000
Bequests	1,179,799	0	1,179,799	762,413
Endowments	77,083	0	77,083	268,616
Life insurance premiums	66,451	0	66,451	114,294
Donations of life insurance	78,006	0	78,006	121,850
Donor advised funds	1,496,256	0	1,496,256	1,807,996
	<u>11,526,286</u>	390,000	<u>11,916,286</u>	10,322,126
INCOME				
Investment income	2,336,875	368,913	2,705,788	1,526,834
Change in fair market value of	_,,-		• • •	
investments (note 6)	(88,284)	<u>(152,415</u>)	(240,699)	<u>1,381,997</u>
	2,248,591	216,498	<u>2,465,089</u>	<u>2,908,831</u>
	13,774,877	606,498	14,381,375	13,230,957
DISBURSEMENTS				
Paid to agreement holders	2,029,058	0	2,029,058	2,768,586
Gifts disbursed to charities	3,661,447	407,469	4,068,916	3,519,222
Annuity payments	0	486,672	486,672	497,114
Administration, management fees		•	·	•
and other fees	558,371	13,870	572,241	514,074
Life insurance premiums	66,452	0	66,452	114,294
•	6,315,328	908,011	7,223,339	7,413,290
Excess (shortfall) of receipts over				
disbursements	7,459,549	(301,513)	7,158,036	5,817,667
Transfer from reserve	7,168	32,716	39,884	52,079
	7,466,717	(268,797)		5,869,746
RESTRICTED LIABILITIES, beginning of year	46,213,517	5,068,675	_51,282,192	45,412,44 <u>6</u>
beginning of year	40,213,017	<u> </u>	<u>J1,404,134</u>	70,712,440
RESTRICTED LIABILITIES, end of				
year	\$ <u>53,680,234</u>	\$ <u>4,799,878</u>	\$ <u>58,480,112</u>	\$ <u>51,282,192</u>

CHRISTIAN STEWARDSHIP SERVICES STATEMENT OF CASH FLOWS FOR THE YEAR ENDED JUNE 30, 2016

	2	016		2015
CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES				
Surplus from general operations for the year	\$	59,564	\$	57,743
Items not requiring an outlay of cash				
Amortization		3,162		6,459
Transfer from reserve		(39,884)	_	(52,079)
		22,842		12,123
Changes in non-cash working capital				
Accounts receivable		(2,439)		3,150
Prepaid expenses		(4,655)		1,084
Accounts payable and accrued liabilities		14,608	_	<u>6,498</u>
		30,356	_	<u> 22,855</u>
CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES				
Additions to capital assets		(39,736)		(5,608)
Restricted assets	(5	199,987)		(5,861,761)
Restricted liabilities		197,920		5,869,746
Short term investments	• •	(4,007)		(6,005)
	1.	954,190	_	(3,628)
			_	
NET INCREASE IN CASH	1,	984,546		19,227
NET CASH, BEGINNING OF YEAR	1,	<u>684,264</u>	_	1,665,037
NET ALOU END OF VEAD		000 040	•	4 004 004
NET CASH, END OF YEAR	\$ <u>3,</u>	<u>668,810</u>	\$_	1,684,264
CASH CONSISTS OF:				
Cash	\$	189,116	\$	164,079
Cash - restricted	•	479,694	•	1,520,185
ower recrision			_	.,0=01.00
	\$ <u>3,</u>	<u>668,810</u>	\$_	1,684,264

1. NATURE OF ORGANIZATION

Christian Stewardship Services is a not for profit organization incorporated under the laws of Canada without share capital and is a registered charity under the Income Tax Act. Christian Stewardship Services is exempt from income tax. Its purpose is to provide financial counselling services and educational seminars to individuals in order to promote and encourage Christian principles of giving and stewardship, as well as, acting as an investment portfolio manager which provides mortgages to qualified Christian organizations and manages funds on behalf of its investors.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

(a) REVENUE RECOGNITION

The organization follows the restricted fund method of accounting for contributions in which externally restricted contributions are recognized upon receipt in the appropriate fund corresponding to the purpose for which they were contributed. Externally restricted contributions of the general fund are recognized as revenue when the related expenditure occurs. Unrestricted contributions are recognized in the general fund when received or receivable and collection is reasonably assured.

(b) CAPITAL ASSETS

Capital assets are recorded at cost and amortized on the basis of their estimated useful life using the following methods and rates:

Furniture and equipment
Computer hardware
Leasehold improvements
Computer software

- 20 % declining balance basis - 30 % declining balance basis

- 5 years straight line basis

- 30 % declining balance basis

(c) IMPAIRMENT OF LONG LIVED ASSETS

Long lived assets are tested for recoverability whenever events or changes in circumstances indicate that their carrying amount may not be recoverable. An impairment loss is recognized when the carrying value exceeds the total undiscounted cash flows expected from their use and eventual disposition. The amount of the impairment loss is determined as the excess of the carrying value of the asset over its fair value.

(d) USE OF ESTIMATES

The preparation of financial statements in conformity with Canadian generally accepted accounting principles for not for profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. Significant areas requiring management's estimates include collectibility of mortgages and loans and the actuarial liabilities of the Restricted Fund annuities. Actual results could differ from those estimates.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

(d) USE OF ESTIMATES (continued)

The organization's policy is to obtain an actuarial valuation of the Restricted Fund annuities every three years. A report on the actuarial liabilities as of June 30, 2016 followed accepted actuarial practices in Canada. This report made assumptions regarding mortality, rate of return on investments, reinvestment of the provincial bonds, future interest rates, administration expenses and future inflation rates.

(e) FINANCIAL INSTRUMENTS

Measurement of financial instruments

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

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

Financial assets measured at amortized cost include cash, short term investments, accounts receivable, restricted assets - deposits and endowments and restricted assets - annuities.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities, restricted fund obligations - deposits, restricted fund obligations - endowments and restricted fund obligations - annuities.

The organization's financial assets measured at fair value include a number of other investments, i.e. quoted shares.

Impairment

Financial assets measured at amortized cost are tested for impairment when there are indicators of impairment. If an impairment has occurred, the carrying amount of financial assets measured at amortized cost is reduced to the greater of the discounted future cash flows expected or the proceeds that could be realized from the sale of the financial asset. The amount of the write-down is recognized in net surplus. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net surplus.

(f) CONTRIBUTED SERVICES

During the year, a number of volunteers contribute a significant amount of their time. Because of the difficulty in determining the fair value, contributed services are not recorded in the financial statements.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

(g) FUND ACCOUNTING

General fund

The general fund reports resources available for the organization's counselling and education programs and administrative activities.

Restricted fund

The restricted fund reports the receipts and disbursements relating to the deposit agreements, donor advised funds, remainder trusts, life insurance policies, endowments and annuities. The restricted fund disbursements are made according to the agreements made with each individual donor. A brief description of the major funds follows:

- The deposit agreements are revocable and the interest earned is shared between the deposit holder and their preferred charities or can be paid entirely to charity.
- ii) Donor advised funds are general gifts given to the organization that still need to be distributed to charities in the future.
- iii) Remainder trusts allow the donor to continue to receive income. At some future date, the principal will be disbursed to the charity stipulated in the agreement.
- iv) The organization is the beneficiary of the life insurance policies. The life insurance proceeds will be distributed to the charities selected by the donor of the policy upon their death.
- v) Endowments are irrevocable gifts which may perpetually pay annual interest income or pay interest and capital to the charities stipulated in the agreement according to the agreed schedule of distribution.
- vi) The annuities are charitable gift annuities which pay an annual guaranteed lifetime income, with any residual upon death being given to the charities designated in the agreement.

3. FINANCIAL INSTRUMENTS

Unless otherwise noted, it is management's opinion that the organization is not exposed to significant interest, credit, currency, liquidity, or other price risks arising from the financial instruments.

The extent of the organization's exposure to these risks did not change in 2016 compared to the previous period.

The organization does not have a significant exposure to any individual customer or counterpart.

Transacting in financial instruments exposes the organization to certain financial risks and uncertainties. These risks include:

Credit risk

The organization is exposed to credit risk which may result from failure to collect loans, mortgages or interest charges. This risk is mitigated by obtaining security in excess of the loan amounts, by monitoring the organization's payment history and by limiting the proportion of total loans to a single entity.

Interest rate risk

The organization's liabilities bear interest at the average rate of return on its investment portfolio. Accordingly, it is management's opinion that the organization is not exposed to significant interest rate risk.

3. FINANCIAL INSTRUMENTS (continued)

Currency risk

The organization holds foreign equities and other investments which exposes it to the risk of fluctuating exchange rates. This risk is mitigated by limiting the organization's exposure to foreign investments. As at June 30, 2016, foreign investments constituted 11.1% (2015 - 10.4%) of the organization's Restricted Fund investments. Foreign investments are quoted in Canadian dollars through the related portfolios. As such, any gains or losses of exchange are captured in the fair market value adjustments made to those investments.

Market risk

A portion of the organization's investments consist of Canadian and foreign equities. These portfolio investments are subject to market fluctuations that impact the organization's rate of return on investment and the amounts it is able to pay depositors and annuitants. This risk is mitigated by monitoring the performance of the portfolio and by redirecting these equities to fixed rate loans, mortgages and bonds when appropriate.

Liquidity risk

Liquidity risk is the risk that the organization will encounter difficulty in meeting obligations associated with financial liabilities. The organization controls liquidity risk by management of working capital, cash flows and the availability of borrowing facilities.

4. CAPITAL ASSETS

		Cost	 cumulated ortization		Net 2016		Net 2015
Furniture and equipment Equipment Leasehold improvements Computer software	\$	4,598 31,002 6,987 8,206	\$ 4,598 16,964 4,289 5,912	\$	0 14,038 2,698 2,294	\$	0 3,779 3,855 2,815
Asset in development	- \$_	29,455 80,248	 \$ 31,763	- \$_	29,455 48,485	- \$_	10,449

Included in capital assets is computer software still in development at year end. This asset was not in use during the fiscal year and, accordingly, has not been amortized.

5. BUDGET

The budget figures are unaudited and are presented for information purposes only.

June 30, 2015

6. CHANGE IN FAIR MARKET VALUE OF INVESTMENTS

The organization records all bonds and equity instruments that are quoted in an active market at fair market value. The change from one year to the next is recorded through the specified restricted fund balance as outlined below. The changes in fair market value for the year ended, June 30, 2016 are as follows:

Deposits

Annuities

Total

	Julie 30, 2013		Dehosits		Aimuides		lotai
	Fair market value Cost	\$	12,488,401 10,741,785	\$	3,512,947 3,207,853	\$	16,001,348 13,949,638
	Excess	•	1,746,616	-	305,094	•	2,051,710
	June 30, 2016			_		•	
	Fair market value		14,388,601		1,936,409		16,325,010
	Cost		12,730,269	_	1,783,730	_	14,513,999
	Excess		1,658,332	_	152,679		1,811,011
	Total increase in FMV	\$	(88,284)	\$_	<u>(152,415</u>)	\$	(240,699)
7.	RESTRICTED FUND INVESTMENTS						
	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,				2016		2015
	Provincial bonds			\$	692,505	\$	1,239,801
	Institutional mortgages and loans				38,256,527		33,369,547
	Cash - restricted				3,479,694		1,520,185
	Life insurance policies				1,104,956		1,087,502
	Accrued interest receivable				7,079		9,600
	Accrued receivable				59,797		56,778
	Less: deferred income to be distributed				(39,523)		(31,810)
	Less: reserve for possible losses on loans and n	or	tgages	_	(191,691)		(169,336)
				_	43,369,344	•	37,082,267
	Investments held by fund manager						
	Cash and equivalents				1,268,415		1,428,498
	Government and corporate bonds				5,039,107		5,325,099
	Canadian equities				3,178,916		2,633,166
	U.S. and international equities			_	6,146,067		5,374,785
				_	15,632,505	•	14,761,548
				\$_	59,001,849	\$	51,843,815

The current portion of these restricted fund investments, the portion that is due by the end of the next fiscal year is \$7,186,679 (2015 - \$3,001,163).

The bonds have maturity dates from June to December 2017 and coupon rates ranging from 6.00% to 6.75%, which approximates their yield rates. Bonds held by the fund manager earn from 0.75% to 9.98% and have maturity dates between 2016 and 2047.

Loans and mortgages mature at various dates from September 2016 to June 2021 and earn interest at rates that range from 5.0% to 8.0%.

8.	RESTRICTED FUND DEPOSIT OBLIGATIONS		
•		2016	2015
	Deposit agreements	\$ 43,244,943	\$ 35,648,249
	Deferred annuities	33,149	33,375
	Donor advised funds	4,341,494	3,778,570
	Remainder trusts	125,878	127,852
	Life insurance policies	1,104,956	1,087,502
	Excess of distributions over investment earnings	127,184	92,569
	•	48,977,604	40,768,117
	Endowments	4,702,630	5,445,400
	Annuities	4,799,878	<u>5,068,675</u>
		\$ <u>58,480,112</u>	\$ <u>51,282,192</u>

9. RESTRICTED FUND RESERVE - ANNUITIES

A report on the actuarial liabilities of the annuities was received in September 2016. This report indicated that the actuarial liabilities exceeded the carrying value of the Restricted Fund annuity assets by \$32,366. The liability for the current year was calculated as follows:

Present value of annuity payments	\$ 3,617,022
Present value of gift remainders	1,583,017
Present value of future administration expenses	<u>83,591</u>
Total liabilities	5,283,630
Total assets	5,315,996
Assets less liabilities	\$ <u>32,366</u>