

Social Planning Council of Ottawa

88th Annual Report

June 2015 – May 2016



SOCIAL PLANNING
COUNCIL
of Ottawa

A Catalyst for Sustainable Social and Economic Development Since 1928



Le CONSEIL de
PLANIFICATION SOCIALE
d'Ottawa

Un catalyseur du développement social et économique durable depuis 1928

A Sincere Thanks

The SPC offers sincere thanks to our funders and other contributors, who have enabled us to provide our services to the community.

In particular, we would like to thank:

United Way / Centraide Ottawa for its very generous support of Effective Measures, “Ethnocultural Seniors Healthy and Aging” and our Community Research Collaborative with its major project this year, the Ottawa Neighbourhoods Social Capital Forum;

The **Ontario Trillium Foundation**, for its generous support of Youth Active Media, Effective Measures and Citizens Academy;

The **Community Foundation of Ottawa** for its generous support of our Building Greener Futures Together project and leadership activities with ethnocultural youth,

Innoweave, for supporting the launch of Partnering for Success in Youth Employment; and

The **City of Ottawa** for its on-going support.

Of course, thanks to our **members and volunteers** who helped us in more ways than we can say!

A Special Thanks to our Volunteers

The SPC benefited tremendously from the assistance of **58 volunteers**, working more than **3,223 hours** as supports to administration, research, community forums, or community projects. We offer our sincere thanks to those volunteers who contributed substantial time this year, including:

Board of Directors 2015 – 2016

Mr. Glen Barber, Treasurer
Mr. Howard Cohen, Past-President
Ms. Pascal Elvas
Ms. Jenny Gullen, President
Ms. Carolyn Hunter

Mr. William (Bill) Marvel,
Executive Member-at-Large
Ms. MaryAnn Notarianni
Ms. Andrea Osborne
Ms. Colleen Pellatt*

Ms. Sarah Smythe, Secretary
Mr. Roger Soler+
Mr. David Spring*
Mr. Chris Wilson, Vice-President

*Resigned in 2015/16

+Appointed in 2015/16

Project Volunteers 2015 – 2016

Evan Read Armstrong
Sybil Braganza
Jason Collard
Ana Maria Cruz
Valderama
Irena Dodik
Miso Dodik
Rdo Dodik
Julie Hong

Brijun Kallumkal
Alyssa Kong
Jenny C. Liu
Judith Maxwell
Kelsey Miki
Abdel Mimouni
Ieashia Minott
Tiffany Ou
Jackie Petrovic

Kristine Puzon
Dimitry Stanisc-Keller
Dora Shyu
Erik Stoplmann
Wendy Tang
Reine Tejares
Brhanu Weldie
Rob Young
Denisa Zevedei

58
volunteers
contributed
3,223
hours
in 2015 - 2016

Social Planning Council of Ottawa
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e-mail: office@spcottawa.on.ca website: www.spcottawa.on.ca

Thanks to the SPC Staff

Heather Hunter, Program Coordinator
Abdelaziz Mahdjoubi, Manager, CIMS
Dianne Urquhart, Executive Director

SPC Term and Contract Staff

Darryl André, BGFT Coordinator*
Sybil Braganza, Coordinator, Ethnocultural Seniors Project
Andrea Diaz, Researcher
Beraca-EI Elie, On-line Communications Coordinator*

Effective Measures

Sara Fraser-Smith, Ottawa Coalition of Community Houses Evaluation Assistant
Kristine Hart, Ottawa Child and Youth Initiative Researcher

Youth Active Media

Pixie Cram (seconded), Program Coordinator
Evan Read Armstrong, Program Coordinator
Sarrah Anderson, Youth Facilitator*
Kejah Bascon, Youth Facilitator
Benjamin W Bergeron, Youth Facilitator
Omar Elboraey, Youth Videographer
Thiena-Carlie Gapfasoni, Youth Facilitator*
Natasha Lepage-Morgan, Youth Facilitator*

Youth Leadership for Change

Bilan Farah, Researcher (seconded)*
Kaijing Li, Researcher*
Akuol Lua, Researcher (seconded)*
Christian Muley, Researcher (seconded)*
Anoosh Noorizadeh-Kollou, Coordinator

Citizens Academy

Manjit Basi, Strategic Advisor
Laine Johnson, Program Manager
Danielle Allard, On-line Community Manager*
Catherine Laska, Program Manager*

Accountant

Cindy Flynn

Wen Jean Ho, Coordinator, Ethnocultural Seniors Project
Stefka Patchova, Geographic Information System Researcher
Vildana Stanisic-Keller, Co-ordinator, Food Pantry
Brhanu Weldie, Project Management (placement)*

Anna Lenk, Evaluation Trainer
Monicah Malusi, Evaluation Consultant
Yigebashal Mekonnen, Evaluation Consultant*
Katherine Thompson, Coordinator*

Lucy L. Li, Youth Facilitator
Kelsey Miki, Youth Facilitator
leashia Minott, Youth Lead
Mohammed Omer, Youth Facilitator
Famatta Sherman, Youth Videographer
Erik Stolpmann, Communications
Richie Zhai, Youth Facilitator
Marie-Claire Y Zhang, Youth Facilitator

Dora Shyu, University of Ottawa student placement
Sagal Yusuf, Researcher (seconded)*
Denisa Zevedei, University of Ottawa student placement*

Indi Madar Omar, Event Coordinator*
Omer Mohamud, Citizens Academy Event*
Wesley Petite, Researcher

*Resigned or term ended 2015/16

Message from the President

It is with pleasure that I welcome you to the Social Planning Council of Ottawa's (SPCO) 2016 Annual Report.

While our Executive Director and staff have been working hard on the initiatives outlined in this report, the Board has continued to explore how best to effectively support and provide oversight to the excellent work of our organization.

Over the past year, our Board has had a number of discussions, exploring different governance models. Our overall aim is to find a governance model that fits with our community programs and expresses our beliefs. A model that will:

- recognize and tap into the wisdom and life experience of the diverse communities we support as they work to identify and address the issues that affect their lives;
- bring together in collaboration the various stakeholders, from the voluntary, private and public sectors, who can bring their knowledge and resources to bear in helping these diverse communities implement solutions that they themselves have defined;
- make effective use of the rich volunteer resources that our city possesses; and

- Effectively fulfill our own fiduciary responsibilities as a registered charitable organization.

It takes many hands to create positive community impact. As I noted in my message for the 2015 Annual Report, the SPCO sees its most effective role as that of a "backbone" organization: to provide the research and evaluation skills and resources necessary as communities both identify issues and assess their efforts to address them and to facilitate good communication, collaboration and cooperation among the many resources that can bring their expertise and resources to the issues at hand.

The SPC Board continues to explore governance models that can guide us as we determine where specific decisions are best made to ensure maximum community autonomy and effective change through good communication, collaboration and responsible use of public and other resources. It is a challenge, a fascinating one, and we have a Board that is up to the task.

Thank you.

Jenny Gullen

The Social Planning Council of Ottawa: A Catalyst for Sustainable & Economic Development Since 1928

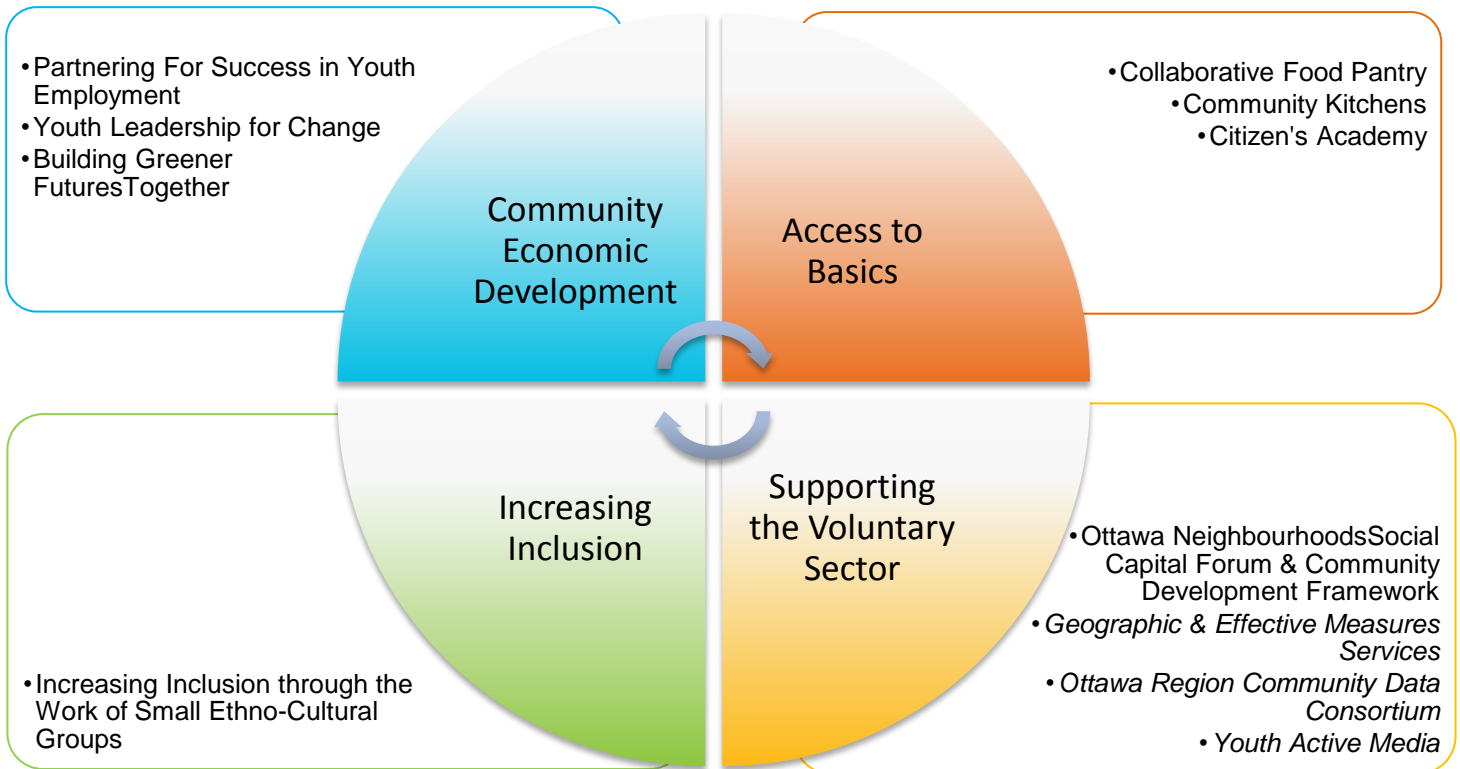
The Social Planning Council of Ottawa delivers three core services:

- Social Research that Matters
- Supporting Community Networks and Organizations
- Community and Program Planning

We focus our services on four strategic priorities

- Community Economic Development (page 5)
- Access to Basics (page 6)
- Increasing Inclusion (page 7)
- Supporting the Voluntary Sector (page 8)

The graphic below summarizes our initiatives in each of the four priority areas.



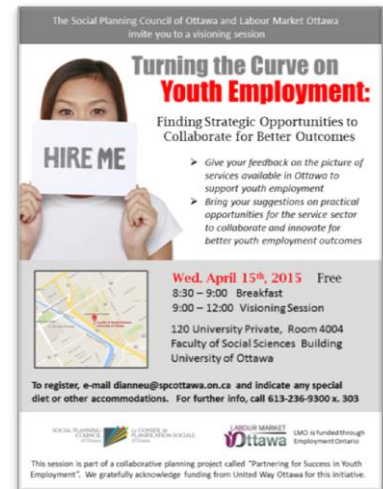
Community Economic Development

The purpose of the Social Planning Council's community economic development work is to develop sustainable economic opportunities for groups not benefitting equally from the local economy and at risk of long term poverty or exclusion. Our model of community economic development is to intervene on the supply and demand side of the labour market within promising locally based economic niches.

Partnering For Success In Youth Employment (PSYE)

PSYE was launched in 2015 to mobilize a broad cross section of the community to improve unemployment and under-employment of 15-29 year olds in Ottawa, by increasing economic opportunities for youth (employment and entrepreneurship). The initiative is comprised of four inter-related strategies:

- Building effective systems and cross-sector collaboration
- Ensuring youth are well prepared to support the new economy, with "credentials" to prove it
- Creating effective pathways for youth to connect to meaningful economic opportunities
- Making the local job market transparent (especially small and medium enterprises)



This year, with youth from "Youth Leadership for Change", we completed a participatory service mapping initiative identifying what's working in employment supports for youth as well as key gaps and opportunities for collaboration. The research is feeding into a new partnership-based career oriented mentoring initiative and the action plan of the recently established Local Employment Planning Council. In recognition that improvement in youth employment is beyond the capacity of social service and employment agencies alone and requires the active engagement of local businesses, with youth in "Youth Leadership for Change", we also completed a neighbourhood research project with employers in four neighbourhoods (Carling near Bayshore, Walkley east from Bank, Donald and Queen Mary, Byward Market). We are working with neighbourhood-based stakeholders to enhance supports for community economic development in neighbourhoods and targeted economic sectors (for example, see BGFT).

PSYE is led by the Social Planning Council of Ottawa, with the active and generous participation of over 20 partners. We are grateful for the support of United Way Ottawa and Innoweave's Youth Collective Impact Fund (Laidlaw Foundation, McConnell Foundation and the Provincial Government).

Youth Leadership for Change



Youth Leadership for Change (YLC) engages unemployed and under-employed youth in strategic research on issues that matter to them – with a current focus on the youth labour market and local economic development. The initiative originated from the Projet maison ethnoculturelle francophone (Coalition of grassroots francophone ethno-cultural groups) as a response to the under-employment of their youth despite higher than average levels of education. YLC includes youth hired on short-term contracts, student placements/co-ops from the University of Ottawa and Carleton University and high school and university students as volunteers. In addition to their own research projects, the YLC team is available to undertake contracted research for other organizations. This year, YLC did

the survey of employers in four neighbourhoods and assisted with the employment services planning project (for PSYE, above). We are grateful for private donations and the support of the University of Ottawa, Department of Economics, which is a key partner of this initiative.

Building Greener Futures Together

Building Greener Futures Together (BGFT) is a community economic development initiative that expands quality employment opportunities in the environmentally friendly home renovation sector, particularly for youth facing labour market barriers. We are creating good “green” jobs, while strengthening the economic vitality of a local, sustainable employment sector. BGFT is delivered in partnership with the EnviroCentre, the Ottawa-Carleton District School Board and several local home renovation companies.

This year we supported 27 young people. Through intensive supports and a structured pipeline into a viable career path which goes with a living wage, this program increases the long term economic opportunities for our participants. 78% achieved stable employment, success in education or both through training and work experience in the green building sector.



We are grateful to the great employers who provide training and employment for the young people, as well as Community Foundation of Ottawa and the Ontario Trillium Foundation, for their very generous support of BGFT.

Access to Basics

The Collaborative Food Pantry and Community Kitchens



The Collaborative Food Pantry was founded on a vision of bringing residents together around food, for mutual support and social connections. Through our Collaborative Food Pantry, residents facing food insecurity participate in a food buying club for non-perishable staples. The Pantry buys low cost non-perishable food staples in bulk – such as rice, beans, flour, pasta and legumes - and delivers it to community “hubs” i.e. small groups of friends or neighbours who buy it back at cost. By addressing the challenges of cash flow and transportation barriers, the Collaborative Food Pantry allows households to stretch their food dollars and increase access to healthy foods. This year, the Food Pantry continued to serve households in neighbourhoods across Ottawa, and to be part of many Good Food Market sites run by the “Poverty and

Hunger Working Group”, a collaboration of over fifteen organizations which is led by the Coalition of Community Health and Resource Centres. Good Food Markets (GFMs) are “pop-up markets” selling affordable vegetables, fruits and staples from our food pantry, in neighbourhoods without a grocery store, particularly low income neighbourhoods. (Visit www.gfmottawa.ca)

This year we also supported three community kitchens, creating mutual support and connections while increasing access to nutritious for seniors, youth and others facing food insecurity.

Our food programs are supported by the City of Ottawa and private donations and in-kind contributions from Ottawa Community Housing and others. The community kitchens are run through the active involvement of volunteer cooks and other volunteers from the buildings and surrounding neighbourhoods. The Food Pantry is also highly dependent on volunteers, including volunteer drivers. We are extremely grateful for the considerable contribution of time and gas money from over 15 volunteers this year. Visit us on Facebook at <https://www.facebook.com/OttawaCollaborativeFoodPantry>.

Citizens Academy

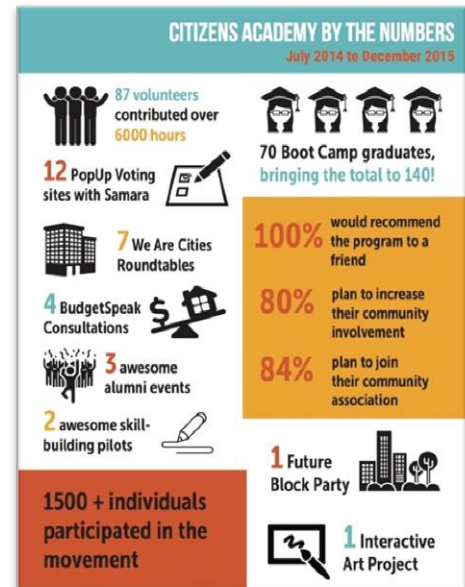
The Citizens Academy (CA) offers learning and dialogue programs designed to give citizens the tools, knowledge, confidence and a sense of possibilities to make a difference on civic issues that matter to them. The SPCO is pleased to continue to sponsor and offer strategic support to Citizen's Academy.

Several marvellous things have happened this year. In February, we proudly published our first Community Impact Report (available at <http://www.citizensacademy.ca/>), and hosted a very successful launch party.

Our Boot Camps and Civics Primers continue to help people to explore how the city functions, how to work with others, and how we all as citizens can make a difference in the community. We are taking the Civics Primer into neighbourhoods in partnership with community agencies.

Meanwhile, we are growing our Placemaking program. We work in partnership with community members to identify underused spaces. We then invite residents and local stakeholders (institutions, public services, businesses large and small) to dream together about what could be done in that space and how to make it happen. These places serve to build local connections, giving residents a greater sense of belonging and a tangible opportunity to work for positive change in their neighbourhoods.

We are most grateful to our small but mighty staff, our volunteers and our funders (McConnell Family Foundation, Metcalf Foundation, Muttart Foundation, Ontario Trillium Foundation and the Community Foundation of Ottawa).



Creating Inclusion

Increasing Inclusion through the Work of Small Ethno-Cultural Groups

Grassroots ethno-cultural groups are a critical factor in increasing inclusion and supporting the successful integration of immigrants, complimenting settlement services and supporting families and individuals long after the settlement period, even into the second and third generation of settlement. Despite a growing demand for their services, these groups have very limited budgets and rely primarily on volunteers.

The SPC's priority for creating inclusion this year was a project to reduce isolation for immigrant and ethnocultural seniors. Through the generous support of United Way Ottawa, we assisted several grassroots ethnocultural groups to provide culturally appropriate recreation, group volunteering, and service system navigation to their senior members (Canada Nepal Solidarity for Peace, Sri Lankan Canada Association, Sri Lankan Seniors Support Centre, Polish Canadian Women's Federation, Bayshore Community Association, Ottawa Korean Evergreen Society, Sikh Community Services, Solidarité Shrika la Kivu, Sikh Community Services). This three year project will reduce isolation, improve mental health and connect seniors with services to help healthy aging in their homes.

In addition, we hosted five projects led by the following grassroots ethnocultural groups:

- Club Casa de los Abuelos: "Aging Well, Living Active and Happy", which promoted healthy living amongst seniors by providing appropriate activities and implementation tools. Though various activities this project encouraged recreational and educational activities to overcome social isolation and unhealthy lifestyles. Activities allowed seniors to be active participants in activities that contributed to enhance motor skills, hand coordination and dexterity, practice math skills, encourage creativity, work in teams as well as volunteering and partaking in activities with seniors of different cultural background. (Funding from Ontario Seniors Secretariat)

- Kanata Chinese Seniors Support Centre:
 - “Ethnocultural Seniors Taking Action to Improve Their Mental Health”, which increased the knowledge of mental health issues among Chinese seniors and their families and developed a peer support group for seniors which offered different activities to improve their mental health (funding from Government of Canada’s New Horizons for Seniors Program)
 - “Happy Seniors Better Community: Chinese Seniors and Their Communication Skills”, which helped Chinese seniors learn how to use computers and tablets through a series of on-line searching skill workshops. (Funding from Ontario Seniors Secretariat)
- Canadian Middle East Youth Organization, Ottawa Somaliland Community Services and the Ottawa South Sudanese Nuer Youth and Family Services: “Integrating Leadership – Leading Integration”, supporting activities for children and youth leadership. (Funding from the Community Foundation of Ottawa)
- Ottawa Ethnocultural Coalition: International Brunch November 2015, to promote the Coalition and its work, organized by the Coalition member groups.

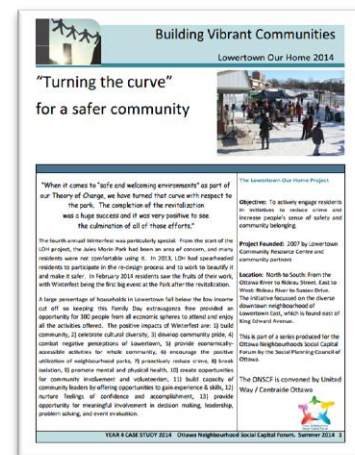


We are grateful to the City of Ottawa (Renewable Funding) for supporting the SPC for our activities to increase inclusion. Special thanks to the grassroots groups for their great work within their respective communities, including a very successful International Brunch held November 2015.

Research & Voluntary Sector Supports

Ottawa Neighbourhoods Social Capital Forum and Community Development Framework

The Ottawa Neighbourhoods Social Capital Forum (ONSCF) was established in 2011, and works in partnership with the Community Development Framework to build strong and vibrant neighbourhoods. The Social Planning Council chairs the ONSCF and is responsible for the research and evaluation supports to the ONSCF and CDF (through our Community Research Collaborative). In addition to annual case studies and thematic reports, our monthly “Community of Practice” meetings provide an opportunity for people using a neighbourhood community development approach to collaborate and learn from each. Funding for this initiative has been received from the United Way / Centraide Ottawa, with some support from the Community Development Framework. Visit www.onscf.ca.



An important part of the SPC’s role in the ONSCF / CDF is to develop and/or support cross-neighbourhood initiatives (see “Youth Active Media” and the “Collaborative Food Pantry”). Our key initiative this year was the new collective impact project to improve youth employment outcomes – see “Partnering for Success in Youth Employment”.

Geographic and Effective Measures Services

Geographic and Effective Measures Services (GEMS) is a collection of tools, resources and services that support program evaluation and local community based research to address local issues.

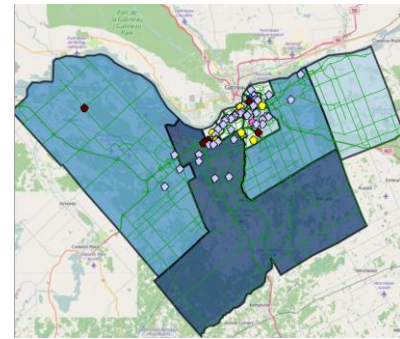
Effective Measures

Effective Measures is a 3-year project funded by United Way and the Ontario Trillium Fund to help build the capacity of organizations to design, implement and use individual and collective evaluation. The team builds the evaluation capacity of organizations through free workshops; one-on-one group training; coaching; development of customizable online tools; result reports in a variety of formats (data tables, text, maps, and media); and staff to directly gather, input and analyze data. More than 100 individuals have used our services representing over 37 organizations. In addition to supporting a multitude of organizations and agencies, the Effective Measures team works directly with the Ottawa Coalition of Community Houses (OCCH) and the Ottawa Child and Youth Initiative (OCYI). Visit <http://www.gems-spc.ca/>

Community Information and Mapping System

The “Geographic” component of GEMS is our Community Information and Mapping System (CIMS), a collaborative “toolbox” and technology resources for organizations with three core elements:

- An interactive web-based mapping and data portal
- Support services and training for community-based research and mapping
- Collaboration of member organizations and their projects, including “turn-key” data and mapping profiles developed by members.



Ottawa Region Community Data Consortium

The Social Planning Council of Ottawa is pleased to be the host for the Ottawa chapter of a national Community Data Program created by the Canadian Council of Social Development. This exciting initiative enables community based organizations and municipalities to access data from Statistics Canada and other institutions to identify and better understand the social and economic trends within their individual communities. The Community Data Consortium reduces the cost of acquiring community data, builds community data analysis capacity and connects a national network of data users.

Youth Active Media



Youth Active Media (YAM) is a neighbourhood-based videography initiative that gives youth the training and tools they need to create short films about topics that matter to them. Through the art of filmmaking, youth are able to tell their stories, express themselves and have an impact.

This year, an amazing 150 youth came through a custom videography training program, delivered in partnership with Youth Ottawa, in 14 priority neighbourhoods. Watch some of the cinematic gems created by YAM participants at: <http://www.spcottawa.on.ca/yam>

Trained participants with the right mix of skills are subsequently hired as paid youth facilitators, and/or as youth filmmakers, creating videos on a fee-for-service basis. Through the social enterprise model, we are able to create youth employment opportunities, while also supporting the communications capacity of the voluntary sector. This year, 15 talented youth were hired through YAM (co-facilitators and youth filmmakers), and 16 videos projects were completed for the voluntary sector.



The SPC launched Youth Active Media in the fall of 2014, in partnership with Youth Ottawa and the Ottawa Neighbourhoods Social Capital Forum. We would like to thank the Ontario Trillium Foundation and United Way Ottawa for generously supporting the project.

The SPC offers sincere thanks to our funders:

In particular, **United Way / Centraide Ottawa**, for its continuing generous funding of our major services including:

- The Community Research Collaborative
- The Ottawa Neighbourhoods Social Capital Forum
- Partnering for Success in Youth Employment (service planning initiative)
- Effective Measures
- “Ethnocultural Seniors Healthy and Active, supporting healthy aging



The **Ontario Trillium Foundation** for its generous support of:

- Effective Measures
- Youth Active Media
- Citizens Academy (sponsored initiative)



The **City of Ottawa** for its support of our capacity building with ethno-cultural groups, our food programs and a portion of SPC operations.



The **Community Foundation of Ottawa**, for support of

- Citizens Academy (sponsored initiative)
- Building Greener Futures Together
- Integrating Leadership – Leading Integration, for ethnocultural youth



Innoweave for support of the launch of our collective impact initiative, “Partnering for Success in Youth Employment

Human Resources and Skills Development Canada for its support of:

- Our summer student (via Canada Summer Jobs).



The **Ontario Seniors Secretariat** for support of:

- Kanata Chinese Seniors Support Centre (sponsored project), and
- Club Casa de los Abuelos (sponsored project)



The **J.W. McConnell Family Foundation** for its support of the Citizens Academy.

The **George Cedric Metcalf Charitable Foundation**, supporting Citizens Academy

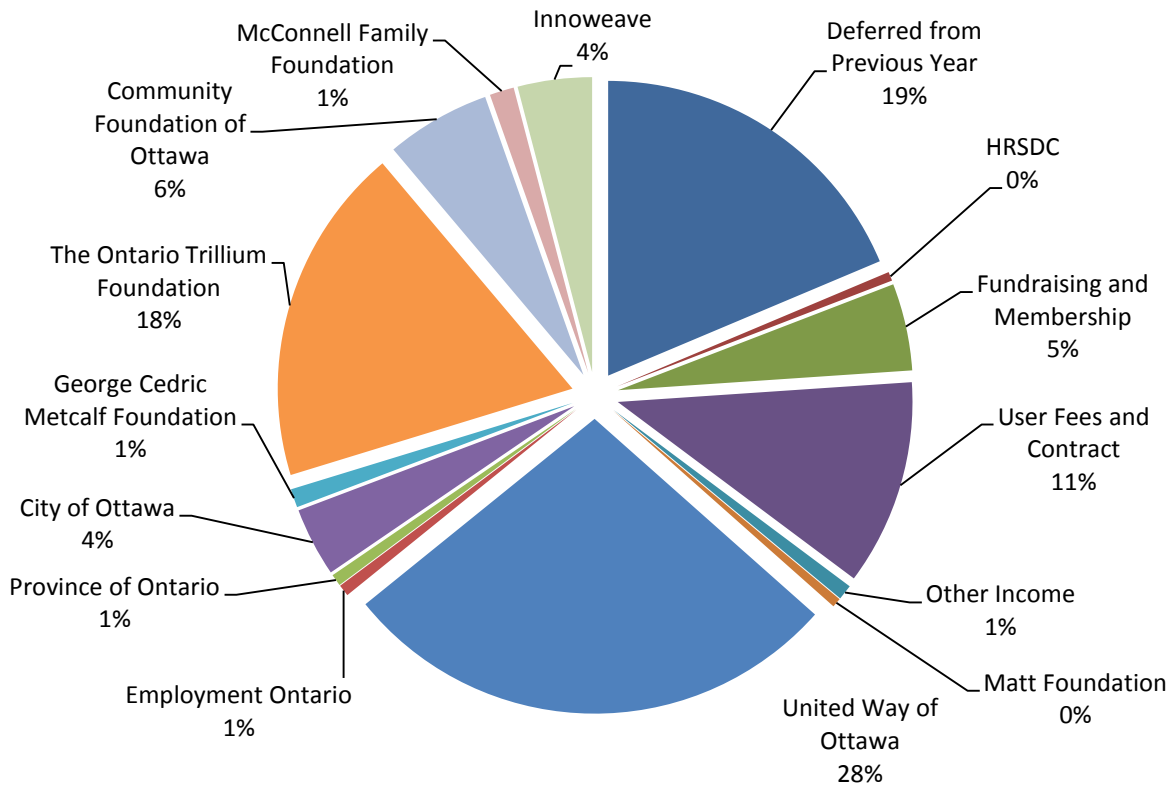


The **Matt Foundation** for its support of our operational expenses and our youth work.

Revenues

For more details, please see the audited financial statements which follow.

Total Revenues 2015 (audited)





MCCAY DUFF LLP
CHARTERED PROFESSIONAL ACCOUNTANTS

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INDEPENDENT AUDITORS' REPORT

SOCIAL PLANNING COUNCIL OF OTTAWA

FINANCIAL STATEMENTS

DECEMBER 31, 2015

To the Members of
Social Planning Council of Ottawa
Report on the Financial Statements

We have audited the accompanying financial statements of Social Planning Council of Ottawa, which comprise the statement of financial position as at December 31, 2015, 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 auditors' 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.

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INDEPENDENT AUDITORS' REPORT

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

Basis for Qualified Opinion

In common with many charitable organizations, the Council derives revenue from the general public in the form of fundraising, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Council and we were not able to determine whether any adjustments might be necessary to revenue from fundraising, net revenue and cash flows from operations for the year ended December 31, 2015 and current assets and unrestricted surplus as at December 31, 2015. Our audit opinion on the financial statements for the year ended December 31, 2014 was modified accordingly because of the possible effects of this limitation in scope.

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 Social Planning Council of Ottawa as at December 31, 2015 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.

McGAY DUFF LLP

McGAY DUFF LLP,
 Licensed Public Accountants.

Ottawa, Ontario,
 May 13, 2016.

**SOCIAL PLANNING COUNCIL OF OTTAWA
 STATEMENT OF FINANCIAL POSITION**

AS AT DECEMBER 31, 2015

	<u>2015</u>	<u>2014</u>
ASSETS		
CURRENT		
Cash	\$ 225,798	\$ 213,800
Accounts receivable	71,601	27,825
Prepaid expenses	8,653	7,854
	<u>306,052</u>	<u>249,479</u>
CAPITAL ASSETS (note 4)	2,935	-
FUNDS HELD IN TRUST (note 4)	856	856
COMMUNITY FOUNDATION ENDOWMENT FUND ASSETS (note 6)	15,973	15,433
RESTRICTED RESERVE ASSETS	<u>10,156</u>	<u>10,079</u>
	<u>\$ 335,972</u>	<u>\$ 275,847</u>
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities (note 7)	\$ 44,667	\$ 23,617
Deferred contributions (note 8)	<u>212,946</u>	<u>183,327</u>
	257,613	206,944
FUNDS HELD IN TRUST (note 4)	<u>856</u>	<u>856</u>
	258,469	207,800
NET ASSETS		
COMMUNITY FOUNDATION ENDOWMENT FUND (note 6)	15,973	15,433
UNRESTRICTED SURPLUS	51,374	42,535
RESTRICTED RESERVE	<u>10,156</u>	<u>10,079</u>
	77,503	68,047
	<u>\$ 335,972</u>	<u>\$ 275,847</u>

Approved on behalf of the Board:

 Director

 Director

SOCIAL PLANNING COUNCIL OF OTTAWA
STATEMENT OF CHANGES IN NET ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2015

	2015	2014
UNRESTRICTED SURPLUS		
BALANCE - BEGINNING OF YEAR	\$ 42,535	\$ 17,112
Net revenue for the year	8,839	17,792
Transfer from Restricted Reserve	-	7,631
BALANCE - END OF YEAR	\$ 51,374	\$ 42,535
RESTRICTED RESERVE		
BALANCE - BEGINNING OF YEAR	\$ 10,079	\$ 17,710
Transfer to Unrestricted Surplus	-	(7,631)
Investment income	77	-
BALANCE - END OF YEAR	\$ 10,156	\$ 10,079

SOCIAL PLANNING COUNCIL OF OTTAWA
STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2015

	General Operations	Research, Planning & Networking	Special Projects	2015 Total	2014 Total
REVENUE					
Deferred contributions from previous year (note 8)	\$ -	\$ 43,596	\$ 139,731	\$ 183,327	\$ 148,315
United Way of Ottawa	42	271,381	-	271,423	232,656
The Ontario Trillium Foundation	-	156,100	26,500	182,600	228,100
Other income	18,789	59,870	37,700	116,359	107,882
Community Foundation of Ottawa	-	12,000	44,436	56,436	60,200
HRSDC	-	4,860	-	4,860	7,566
Other foundations	-	-	40,000	40,000	5,000
City of Ottawa	37,198	-	-	37,198	36,648
Fundraising	11,119	1,359	37,410	49,888	22,147
George Cedric Metcalf Charitable Foundation	-	-	10,000	10,000	10,000
Membership fees	475	1,500	80	2,055	1,315
McConnell Family Foundation	-	-	13,150	13,150	19,210
University of Ottawa	-	2,700	-	2,700	-
Employment Ontario	-	-	6,280	6,280	-
Province of Ontario	-	-	6,376	6,376	-
	67,623	553,366	361,663	982,652	879,039
Deferred contributions to next year (note 8)	-	66,514	146,432	212,946	183,327
	67,623	486,852	215,231	769,706	695,712
EXPENSES (Schedule of Expenses)	74,517	501,173	185,177	760,867	677,920
NET REVENUE (EXPENSES)	\$(6,894)	\$(14,321)	\$ 30,054	\$ 8,839	\$ 17,792

SOCIAL PLANNING COUNCIL OF OTTAWA
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2015

SOCIAL PLANNING COUNCIL OF OTTAWA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015

	<u>2015</u>	<u>2014</u>
CASH PROVIDED BY (USED FOR)		
OPERATING ACTIVITIES		
Cash from operations	\$ 8,839	\$ 17,792
Net revenue for the year	<u>734</u>	<u>-</u>
Amortization	9,573	17,792
Changes in non-cash working capital		
- accounts receivable	(43,776)	(6,373)
- prepaid expenses	(799)	4,546
- accounts payable and accrued liabilities	<u>21,050</u>	<u>(27,928)</u>
- deferred contributions	<u>29,619</u>	<u>35,012</u>
	<u>6,094</u>	<u>5,257</u>
	15,667	23,049
INVESTING ACTIVITY		
Change in restricted reserve assets	-	7,631
Purchase of capital assets	<u>(3,669)</u>	<u>-</u>
	<u>(3,669)</u>	<u>7,631</u>
INCREASE IN CASH DURING THE YEAR	11,998	30,680
CASH - BEGINNING OF YEAR	<u>213,800</u>	<u>183,120</u>
CASH - END OF YEAR	<u><u>\$ 225,798</u></u>	<u><u>\$ 213,800</u></u>

1. ORGANIZATION

The Council is incorporated under the laws of Ontario without share capital by way of letters patent. The Council is a private, not-for-profit and registered charitable organization directed by a volunteer Board of Directors. Its mission is to provide the residents of Ottawa with the means to exercise informed leadership on issues affecting their social and economic well-being. The Council is dependent on grants from various levels of government and the United Way of Ottawa in order to maintain its current levels of service. The Council qualifies as a non-profit organization as defined in section 149(1)(L) of the Income Tax Act. Accordingly, the Council is exempt from income taxes.

2. SIGNIFICANT ACCOUNTING POLICIES

These financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations. The Council's significant accounting policies are as follows:

(a) Revenue Recognition

The Council follows the deferral method of accounting for contributions. Restricted contributions are recognized in the year in which the related restrictions are met. Unrestricted contributions are recognized as revenue when received or receivable, if the amount can be reasonably estimated and collection is reasonably assured.

Membership fees are recognized as revenue when received or receivable.

(b) Capital Assets and Amortization

Capital assets are stated at cost, net of accumulated amortization. Amortization on the telephone system is recorded on a straight line basis over 5 years.

(c) Administration Cost Allocation

Administration costs are allocated to projects up to the maximum allowed under the funding agreements.

(d) Restricted Reserve

The Council maintains a portion of its surplus in an internally restricted reserve. The terms and conditions of the amount, use and restrictions of the reserve are determined by the Council. Reserve assets consist of guaranteed investment certificates.

SOCIAL PLANNING COUNCIL OF OTTAWA

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2015

SOCIAL PLANNING COUNCIL OF OTTAWA

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2015

2. SIGNIFICANT ACCOUNTING POLICIES (Cont'd.)

(e) Use of Estimates

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, liabilities, revenue and expenses and disclosure of contingent assets and liabilities. These estimates are reviewed periodically and adjustments are made to net revenue as appropriate in the year they become known.

(f) Financial Instruments

The Council's financial instruments consist of cash, accounts receivable, funds held in trust, Community Foundation endowment fund assets, restricted reserve assets, accounts payable and accrued liabilities and the liability for funds held in trust.

Measurement

Financial instruments are recorded at fair value on initial recognition.

The Council subsequently measures its financial instruments as follows:

Cash, accounts receivable, funds held in trust, and accounts payable and accrued liabilities are subsequently measured at amortized cost.

Restricted reserve assets and Community Foundation endowment fund assets are subsequently measured at fair value. Changes in fair value are recognized in net revenue.

Impairment

Financial assets measured at amortized cost are tested for impairment when there are indicators of impairment. The amount of any write-down or subsequent recovery is recognized in net revenue.

(g) Volunteer Services

The Council receives the services of many volunteers, the cost of which cannot be reasonably estimated. Therefore, no representation of this expense has been included in these financial statements.

3. FINANCIAL RISKS AND CONCENTRATION OF RISKS

It is management's opinion that the Council is not exposed to significant credit, interest rate, liquidity, market or currency risks arising from its financial instruments. There has been no change to the risk exposure from 2014.

4. CAPITAL ASSETS

	2015		2014	
	Cost	Accumulated Amortization	Net	Net
Telephone System	\$ 3,669	\$ 734	\$ 2,935	\$ -

5. FUNDS HELD IN TRUST

Funds held in trust consists of cash administered on behalf of other organizations.

6. COMMUNITY FOUNDATION ENDOWMENT FUND

In 2004, the Council established an endowment fund with the Community Foundation of Ottawa. The fund was established in order to begin the process of providing long-term funding stability. Contributions to the fund, since its inception, total \$11,618. The total income earned by the fund over that period is \$4,355, resulting in a fund balance at December 31, 2015 of \$15,973 (2014 - \$15,433). Activity of the endowment fund for the fiscal year ending December 31, 2015 consists of net investment income of \$540. A stipulation of the fund is that all earnings must be reinvested until the fund balance reaches \$25,000. Once the fund has \$25,000 invested, earnings of the fund will be available for use in general operations.

7. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

Included in accounts payable and accrued liabilities are government remittances payable of \$6,629 (2014 - \$4,427) for payroll related taxes.

SOCIAL PLANNING COUNCIL OF OTTAWA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015

SOCIAL PLANNING COUNCIL OF OTTAWA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015

8. DEFERRED CONTRIBUTIONS

Deferred contributions received are restricted for use in subsequent fiscal periods.

	Balance - Beginning of Year	Received During the Year	Recognized as Revenue in the Year	Balance - End of Year
United Way of Ottawa	\$ -	\$ 271,423	\$ 267,003	\$ 4,420
The Ontario Trillium Foundation	93,798	182,600	228,207	48,191
Other income	13,173	3,600	14,766	2,007
Community Foundation of Ottawa	44,868	56,436	24,829	76,475
HRSDC	-	4,860	4,860	-
Other foundations	1,035	40,000	40,984	51
City of Ottawa	-	37,198	37,198	-
Fundraising	10,500	49,888	15,898	44,490
George Cedric Metcalf Charitable Foundation	6,743	10,000	6,922	9,821
McConnell Family Foundation	13,210	13,150	24,000	2,360
Membership fees	-	2,055	1,975	80
Province of Ontario	-	6,376	3,883	2,493
Project revenues	-	56,620	44,170	12,450
Workshop	-	4,050	203	3,847
Client user fee	-	50,229	43,968	6,261
	<u>\$ 183,327</u>	<u>\$ 788,485</u>	<u>\$ 758,866</u>	<u>\$ 212,946</u>

9. PENSION PLAN

The Council participates in the Ottawa-Carleton Community Agencies Pension Plan. This multi-employer defined benefit pension plan covers employees of the Council and employees of other participating organizations.

The Council has adopted defined contribution plan accounting principles for this pension plan as sufficient information is not available to use defined benefit plan accounting.

As at December 31, 2014, the pension plan surplus in aggregate was \$2,027,230. During the year, the Council contributed and expensed \$9,941 (2014 - \$9,100) to the plan. No significant changes were made to the contractual elements of the plan during the year.

10. LEASE COMMITMENT

The Council rents office space under an operating lease requiring annual rental payments of \$18,820, until its expiry date of March 14, 2015. As of year end, no lease agreement has been renewed. Monthly payments continue to be made based on the terms of the previous lease agreement.

SOCIAL PLANNING COUNCIL OF OTTAWA

SCHEDULE OF EXPENSES

FOR THE YEAR ENDED DECEMBER 31, 2015

	General Operations	Research Planning & Networking	Special Projects	2015 Total	2014 Total
Contract personnel	\$ 22,096	\$ 142,511	\$ 72,928	\$ 237,535	\$ 271,546
Salaries/honorariums	-	143,404	10,455	153,859	171,607
Sundry, local transport and participant expenses	3,316	15,558	19,600	38,474	30,332
Pilot projects	-	10,075	49	10,124	6,976
Consultant fees	2,131	23,888	48,320	74,339	40,591
Employee benefits	1,476	40,185	7,753	49,414	48,975
Occupancy	23,730	-	2,656	26,386	26,021
Information and data purchase	3,800	15,680	-	19,480	9,754
Website/Internet	998	2,996	1,978	5,972	4,514
Office equipment					
maintenance and leases	4,188	5,376	-	9,564	8,931
Bookkeeping	9,355	-	-	9,355	9,355
Telephone	2,490	2,029	758	5,277	4,675
Professional fees	6,977	-	-	6,977	7,429
Printing, photocopying and desktop publishing	348	2,651	797	3,796	8,027
Insurance	3,802	756	504	5,062	5,404
Miscellaneous	3,093	70	-	3,163	5,205
Placement expense and employer training costs	-	1,056	3,000	4,056	3,213
Translation	1,463	713	57	2,233	1,044
Stationery and supplies	1,307	699	618	2,624	2,378
AGM and annual report	1,341	-	-	1,341	1,548
Volunteer/Board support	992	1,018	734	2,744	2,971
Public relations and publicity	76	1,283	474	1,833	3,189
Fundraising	406	-	194	600	190
Equipment and furniture	56	-	-	56	1,041
Conference, travel and staff development	-	-	211	211	1,032
Postage and shipping	242	25	283	550	603
Subscriptions and publications	233	934	-	1,167	136
Public meetings	-	-	242	242	1,233
Funding services	-	50,000	33,699	83,699	-
Project Admin	(23,445)	20,133	3,312	-	-
Depreciation Expense	734	-	-	734	-
Admin allocation (recovery)	3,312	20,133	(23,445)	-	-
	<u>\$ 74,517</u>	<u>\$ 501,173</u>	<u>\$ 185,177</u>	<u>\$ 760,867</u>	<u>\$ 677,920</u>

SOCIAL PLANNING
COUNCIL
of Ottawa



Le CONSEIL de
PLANIFICATION SOCIALE
d'Ottawa