# Douglas Mental Health University Institute Foundation

# Financial Statements March 31, 2018

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# **Independent Auditor's Report**

To the Directors of Douglas Mental Health University Institute Foundation

Raymond Chabot Grant Thornton LLP Suite 2000 National Bank Tower 600 De La Gauchetière Street West Montréal, Quebec H3B 4L8

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We have audited the accompanying financial statements of Douglas Mental Health University Institute Foundation, which comprise the statement of financial position as at March 31, 2018 and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

# Management's responsibility for the financial statements

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

# 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 is sufficient and appropriate to provide a basis for our audit opinion.

# Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Douglas Mental Health University Institute Foundation as at March 31, 2018 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.

Raymond Cholot Grant Thornton LLP'
Montreal

June 12, 2018

<sup>&</sup>lt;sup>1</sup> CPA auditor, CA public accountancy permit no. A111386

# Douglas Mental Health University Institute Foundation Operations

Year ended March 31, 2018

	2018	2017
	\$	\$
Revenues (Schedule A)	3,595,206	3,625,911
Expenses		
Salaries and employee benefits	521,531	496,579
Subscription and membership fees	2,500	3,564
Training	3,427	711
Supplies and offices expenses	21,874	27,106
Bank charges	10,477	9,587
Management fees and rental parking	470,354	489,861
Activities and events fees	110,426	125,176
Meetings	3,194	3,896
Professionals fees	30,724	30,347
Advertising and website	14,291	14,331
Entertainment	428	278
Telecommunications	74	1,144
Amortization of property, plant and equipment		1,055
Loss on disposal of works of art		15,853
	1,189,300	1,219,488
Excess of revenues over expenses before donations	2,405,906	2,406,423
Net investment income (Note 3)	(409,807)	(655,961)
Donations (Note 14)(Schedule B)	2,465,415	2,541,004
	2,055,608	1,885,043
Excess of revenues over expenses	350,298	521,380

The accompanying notes and schedules are an integral part of the financial statements.

# University Institute Foundation Changes in Net Assets Year ended March 31, 2018 Douglas Mental Health

2018 2017				<b>Total</b> Total	\$	<b>10,709,172</b> 10,187,792			11,059,470 10,709,172
				Unrestricted	\$	5,302,335	350,298	153,663	5,806,296
	Avellinkuska sieusia adautsia seura seura salamana seura seura salamana seura seura seura seura seura seura se	Received for	endowment	purposes	\$	2,089,265			2,089,265
	Restricted for	special projects	in mental health	burposes	₩	2,254,272		(38,952)	2,215,320
		Restricted to the	investments	impairment	↔	1,063,300		(47,74)	948,589
						Balance, beginning of year	Excess of revenues over expenses	Internal restrictions (Note 10)	Balance, end of year

The accompanying notes and schedules are an integral part of the financial statements.

# Douglas Mental Health University Institute Foundation Cash Flows

Year ended March 31, 2018

	2018	2017
OPERATING ACTIVITIES	Ψ	Ψ
Excess of revenues over expenses Non-cash items	350,298	521,380
Net change in fair value of investments Loss on disposal of works of art Amortization of tangible capital assets Amortization of deferred contributions related to tangible capital	(115,968)	(446,474) 15,853 1,055
assets Changes in working capital items and deferred contributions		(1,055)
Interests and dividends receivable	42,106	6,254
Sales taxes receivable	1,701	2,039
Contributions receivable	(144,510)	1,530,071
Prepaid expenses Trade payable and other operating liabilities	855 610	4,191
Deferred contributions	194,570	(150,418) 341,572
Cash flows from operating activities	329,662	1,824,468
INVESTING ACTIVITIES Amounts receivable from the broker Works of art	370,704	(370,704) 797
Net advance to Douglas Mental Health University Institute Investments Receipt of investments	24,094 (17,493,318) 16,682,885	(13,191) (8,630,771) 9,013,769
Cash flows from investing activities	(415,635)	(100)
FINANCING ACTIVITIES  Due to Douglas Mental Health University Institute  Due to Douglas Hospital Research Centre	109,986 448,579	(82,091) (1,678,052)
Cash flows from financing activities	558,565	(1,760,143)
Net increase in cash Cash, beginning of year	472,592 1,167,389	64,225 1,103,164
Cash, end of year	1,639,981	1,167,389

The accompanying notes and schedules are an integral part of the financial statements.

# Douglas Mental Health University Institute Foundation Financial Position

March 31, 2018

	2018	2017
	\$	\$
ASSETS		
Current	4 000 004	4 407 000
Cash Trade and other receivables (Note 4)	1,639,981 205,407	1,167,389
Trade and other receivables (Note 4) Prepaid expenses	205,407	475,408 855
Advance to Douglas Mental Health University Institute	40,623	64,717
	1,886,011	1,708,369
Long-term	.,000,01	1,100,000
Investments (Note 5)	11,679,106	10,752,705
	13,565,117	12,461,074
LIABILITIES		
Current	## 0 0 0 PM	=0.00=
Trade payables and other operating liabilities (Note 6)  Due to Douglas Mental Health University Institute, without interest	79,997 145,917	79,387 35,931
Due to Douglas Merital Health Oniversity Institute, without interest  Due to Douglas Hospital Research Centre, without interest	805,439	356,860
But to Boughto Froepital Froebulon Control, Willout Interest	1,031,353	472,178
Long-term	1,051,555	472,170
Deferred contributions (Note 7)	1,474,294	1,279,724
	2,505,647	1,751,902
NET ASSETS		
Received for endowments purpose (note 8)	2,089,265	2,089,265
Restricted for special projects in mental health purposes (Note 9)	2,215,320	2,254,272
Restricted to investments impairment (Note 10) Unrestricted	948,589 5,806,296	1,063,300 5,302,335
	11,059,470	10,709,172
	13,565,117	12,461,074

The accompanying notes and schedules are an integral part of the financial statements.

On behalf of the Board,

Director

Director

March 31, 2018

# 1 - GOVERNING STATUTES AND PURPOSE OF THE FOUNDATION

The Foundation, was incorporated under Part III of the Companies Act (Quebec) for the purpose of collecting, investing and distributing financial resources for the Douglas mental health university institute and the Douglas Hospital Research Centre, or any other affiliated institution in the province of Quebec which carries out its medical or related activities.

The Foundation is a registered charity under the Income Tax Act.

### 2 - SUMMARY OF ACCOUNTING POLICIES

# Basis of presentation

The Foundation's financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations.

# **Accounting estimates**

The preparation of financial statements requires management to make estimates and assumptions that affect the amounts recorded in the financial statements, notes to financial statements and schedules. These estimates are based on management's best knowledge of current events and actions that the Foundation may undertake in the future. Actual results may differ from these estimates.

### Financial assets and liabilities

# Initial measurement

Upon initial measurement, the Foundation's financial assets and liabilities are measured at fair value, which, in the case of financial assets or financial liabilities that will be measured subsequently at amortized cost, is increased or decreased by the amount of the related financing fees and transaction costs. Transaction costs relating to financial assets and liabilities that will be measured subsequently at fair value are recognized in earnings in the year they are incurred.

# Subsequent measurement

At each reporting date, the Foundation measures its financial assets and liabilities at amortized cost, except for investments in listed common shares and mutual fund investments which are measured at fair value. The Foundation has elected to measure at fair value by designating that fair value measurement shall apply for bond investments, money market and others investments.

With respect to financial assets measured at amortized cost, the Foundation assesses whether there are any indications of impairment. When there is an indication of impairment, and if the Foundation determines that during the year there was a significant adverse change in the expected timing or amount of future cash flows from a financial asset, it will then recognize a reduction as an impairment loss in operations. The reversal of a previously recognized impairment loss on a financial asset measured at cost or amortized cost is recognized in earnings in the year the reversal occurs.

March 31, 2018

# 2 - SUMMARY OF ACCOUNTING POLICIES (Continued)

# Revenue recognition

# Contributions

The Foundation follows the deferral method of accounting for contributions. Under this method, contributions restricted for future period expenses are deferred and are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Endowment contributions are reported as direct increases in net assets.

# Contributed supplies and services

The Foundation recognizes contributed supplies and services when the fair value of these contributions can be reasonably estimated and if it would have had to otherwise acquire these supplies and services for its normal operations.

### Activities and events

Activities and events revenues are recognized as revenue in accordance with the agreement between the parties, when the activities and events take place, amount are fixed or determinable and collection is reasonably assured. The liability relating to the received but unearned of revenues from activities and events is recognized in the statement of financial position as deferred revenues.

### Parking lot

Parking lot revenues are recognized as revenue in accordance with the agreement between the parties, when the service have been provided, amount are fixed or determinable and collection is reasonably assured.

# Net investment income

Investment transactions are recorded on the transaction date and resulting revenues are recognized using the accrual method of accounting.

Net investment income includes interest income, dividend income, income from the interest in net income of mutual funds and changes in fair value.

Interest income is recognized on a time apportionment basis, dividend income is recognized as of the ex-dividend date. Income from the interest in net income of mutual funds is recognized upon distribution. Changes in fair value are recognized when they occur.

With respect to investments measured at fair value, the Foundation has elected to exclude from changes in fair value interest income, dividend income and the interest in net income of mutual funds.

Net investment income that is not subject to externally imposed restrictions is recognized in the statement of operations under " Net investment income ".

March 31, 2018

# 2 - SUMMARY OF ACCOUNTING POLICIES (Continued)

Net investment income subject to externally imposed restrictions is recognized as deferred contributions.

3 - NET INVESTMENT INCOME				
			2018	2017
			\$	\$
			·	'
Dividends			153,912	90,130
Interests			192,194	185,001
Transaction costs			(52,267)	(65,644)
Net change in fair value			115,968	446,474
			409,807	655,961
4 - TRADE AND OTHER RECEIVABLE				
4 - INADE AND OTHER RECEIVABLE	. •		2018	2017
			\$	\$
Amounts receivable from the broker				370,704
Interests and dividends receivable				42,106
Sales taxes receivable			11,986	13,687
Contributions receivable			193,421	48,911
			205,407	475,408
5 - INVESTMENTS				
		2018		2017
	Cost	Quoted value	Cost	Quoted value
	\$	\$	\$	\$
Investments measure at fair value				
Fixed income securities				
Money market			748,205	749,627
Bonds				
Federal Government			588,007	579,674
Provincial government			1,290,571	1,309,339
Municipal government			315,992	346,963
Corporate			1,728,314	1,751,945
Others			15,018	15,105
Canadian listed shares			1,701,205	2,329,371
International listed shares	00.080		3,527,723	3,670,681
Money market funds	39,676	39,676		
Bond funds	3,735,559	3,656,344		
Canadian equity funds	6,261,091	6,212,198		
Foreign equity Funds	71 30 / fb, 30 0 1 1	1 / / II XXX		
	1,825,830 11,862,156	1,770,888	9,915,035	10,752,705

March 31, 2018

6 - TRADE PAYABLES AND OTHER OPERATING LIABILITIES		
	2018	2017
	\$	\$
Trade accounts	30,902	35,509
Salaries and benefits payable	49,095	43,878
	79,997	79,387

Government remittances (other than income taxes) total \$914 as at March 31, 2018 (\$0 as at March 31, 2017).

# 7 - DERERRED CONTRIBUTIONS

Deferred contributions represent unused resources which, as a result to cover operating expenses and contributions for the coming years.

Changes in the deferred contributions balance are as follows:

	2018	2017
	\$	\$
Balance, beginning of year	1,279,724	938,152
Amount recognized in operations	(351,927)	(111,500)
Amount recognized as net investment income	(21,185)	(18,563)
Investment income - Estate of the late J. Borkowitz	19,816	29,734
Amount received relating to the following year	547,866	441,901
Balance, end of year	1,474,294	1,279,724
Deferred contributions consist of:		
	2018	2017
	\$	\$
Investment income - Estate of the late J. Borkowitz for Douglas Mental		
Health University Institute	284,928	286,297
Planned giving and major gifts program	26,661	26,661
Douglas Mental Health University Institute	535,210	544,524
Douglas Hospital Research Centre	614,995	409,250
Campaign "Invest in Healthy Minds"	12,500	12,992
	1,474,294	1,279,724

March 31, 2018

# 8 - NET ASSET RECEIVED FOR ENDOWMENT PURPOSES

At the year end, net asset received for endowment purposes consisted of:

2018	2017
\$	\$
86,930	186,930
10,000	10,000
42,200	242,200
00,000	300,000
90,000	590,000
00,840	100,840
21,556	21,556
80,000	580,000
57,739	57,739
89,265	2,089,265
	86,930

# 9 - NET ASSET RESTRICTED FOR SPECIAL PROJECTS IN MENTAL HEALTH PURPOSES

At the year end, net asset restricted with internal restrictions for special projects in mental health purposes consisted of:

	2018	2017
	\$	\$
Estate of the late Honourable Hartland de M. Molson	864,297	786,460
The Molson Foundation	850,193	772,477
The Hay Foundation	6,857	5,366
The Deirdre Stevenson Mental Health Fund	112,775	82,879
J. Armand Bombardier Fund for the Quality of Care in Mental Health	129,223	88,694
Molson Foundation - Molson Fellowship in Healthy Aging	215,327	145,416
The Michael Novak and Kathleen Weil Fund in Mental Health	31,408	20,049
The Leo and Rachel Hendlisz Fund in Mental Health	4,683	2,508
The Ginette Ingrid Gold Fund for the education in Mental Health	9,180	3,824
The Holly Carsley Fund in Mental Health	63,040	8,223
Accumulated unrealized gains (unrealized losses) on investments		
measure at fair value	(71,663)	338,376
	2,215,320	2,254,272

March 31, 2018

# 10 - INTERNAL RESTRICTIONS

The Foundation's Board of Directors approved internal restrictions to offset a decline in the value of investments in accordance with the Board's distribution objectives. The objective is to insure a minimum investment revenue for the Foundation's operations. The return on investment for the last three years is compared to the set objective of the Foundation. Accordingly, \$114,711 has been decreased this year for future years (in 2017 an amount of \$115,634 has been decreased).

In 2018, the Foundation has affected the unrestricted net assets of \$38,952 (\$71,399 in 2017) for special projects in mental health.

The Foundation may use the encumbered amounts of internally restricted for other purposes without the prior consent of the Board.

# 11 - GIFTS-IN-KIND

		2018		2017
		Expenses and		Expenses and
	Revenues	donations	Revenues	donations
	\$	\$	\$	\$
Businesses	44,796	44,796		
Not-for-profit organizations	420	420		
Individuals	32,813	32,813	246,155	186,530

The Foundation has received gifts-in-kind, in the form of investments, amounting \$43,362 in 2018 (\$59,625 in 2017).

# 12 - RECEIPT FROM DONATIONS AND EVENTS

	2018	2017
	\$	\$
Donations recognized in the statement of operations	3,078,334	3,086,547
Donations received and treated as deferred contributions	547,866	441,901
Donations from the deferred contributions recognized in the statement		
of operations	(351,927)	(111,500)
Donations recognized in the receivable contributions	(193,440)	(48,073)
	3,080,833	3,368,875

March 31, 2018

### 13 - FINANCIAL INSTRUMENTS

### Financial risks

The Foundation's main financial risk exposure are as follows:

### Credit risk

The Foundation is exposed to credit risk regarding the financial assets recognized in the statement of financial position other than investments in Canadian listed shares, International listed shares, money market funds, bond funds, Canadian equity funds and Foreign equity funds. The Foundation has determined that the financial assets with more credit risk exposure are advance to Douglas Mental health University Institute, interests and dividends receivable, contributions receivable, other amounts receivable and corporate bonds since failure of any of these parties to fulfil their obligations could result in significant financial losses for the Foundation. In addition, bond funds indirectly expose the Foundation to credit risk.

### Market risk

The Foundation's financial instruments expose it to market risk, in particular, currency risk, interest rate risk and other price risk, resulting from its operating, investing and financing activities:

# - Currency risk:

Mutual fund investments indirectly expose the Foundation to currency risk.

# Interest rate risk:

The Foundation is exposed to interest rate risk with respect to financial assets bearing fixed interest rates.

The fixed income securities bear interest at a fixed rate and the Foundation is, therefore, exposed to the risk of changes in fair value resulting from interest rate fluctuations.

Additionally, bond funds et money market funds also indirectly expose the Foundation to interest rate risk.

### Other price risk:

The Foundation is exposed to other price risk due to investments in Canadian listed shares, American listed shares and International listed shares since changes in market prices could result in changes in fair value or cash flows of these instruments.

Additionally, mutual fund investments also indirectly expose the Foundation to othe price risk.

# Liquidity risk

The Foundation's liquidity risk represents the risk that the Foundation could encounter difficulty in meeting obligations associated with its financial liabilities. The Foundation is, therefore, exposed to liquidity risk with respect to all of the financial liabilities recognized on the statement of financial position.

March 31, 2018

# 13 - FINANCIAL INSTRUMENTS (Continued)

# Carrying amount of financial assets by categories

The carrying amount of the Foundation's financial assets that are measured at amortized cost totals \$1,874,026 as at March 31, 2018 (\$1,645,379 as at March 31, 2017), whereas the carrying amount of financial assets measured at fair value totals \$11,679,106 as at March 31, 2018 (\$10,752,705 as at March 31, 2017).

### 14 - RELATED PARTY TRANSACTIONS

The Douglas Mental Health University Institute and the Douglas Hospital Research Centre has a economic interest in the Foundation by the mission of the Foundation by collecting, investing and distributing financial resources for their accounts.

During the year, the Foundation paid \$470,354 (\$489,861 in 2017) in parking fees to the Douglas Mental Health University Institute and paid \$301 896 (\$329,553 in 2017) in donations.

Also, during the year the Foundation paid \$2,163,519 (\$2,211,451 in 2017) in donations to the Douglas Hospital Research Centre.

These transactions were concluded in the normal course of operations and measured at the exchange amount established and accepted by the parties.

### 15 - CONTINGENCY

The Foundation has letters of guarantee issued on behalf of the Régie des alcools, des courses et des jeux in the amount of \$34,865.

# Douglas Mental Health University Institute Foundation Schedules

Year ended March 31, 2018

		SCHEDULE A
	2018	2017
REVENUES Donations (Note 12)	\$	\$
Businesses Not-for-profit organizations Individuals	816,019 669,019 756,552	714,941 981,993 556,368
	2,241,590	2,253,302
Activities and events Douglas Employee Lottery Events	61,035 775,709	60,125 773,120
	836,744	833,245
Dayling lat		
Parking lot Parking activities	516,872	538,309
Amortization of deferred contributions related to tangible capital assets		1,055
	3,595,206	3,625,911
	Opening Property and September 2015 and the S	SCHEDULE B
	2018	2017
DONATIONS	\$	\$
Douglas Mental Health University Institute Restricted donations Other Douglas Hospital Research Centre	288,935 12,961	152,553 177,000
Restricted donations  Donations for operations	1,163,519 1,000,000	1,525,120 686,331
,	2,465,415	2,541,004
	Charles and the control of the contr	