Saskatchewan Party Caucus Financial Statements March 31, 2015



#### Management's Responsibility

To the Members of Saskatchewan Party Caucus:

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian accounting standards for not-for-profit organizations. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Management Committee is composed entirely of MLA's who are neither management nor employees of the Caucus. The Management Committee is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report. The Management Committee fulfills these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Management Committee is also responsible for recommending the appointment of the Caucus' external auditors.

MNP LLP is appointed by the members to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the Management Committee and management to discuss their audit findings.

September 2, 2015





#### **Independent Auditors' Report**

To the Members of Saskatchewan Party Caucus:

We have audited the accompanying financial statements of Saskatchewan Party Caucus, which comprise the statement of financial position as at March 31, 2015, and the statements of operations and 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.

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 Saskatchewan Party Caucus as at March 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.

Regina, Saskatchewan

September 2, 2015

Chartered Professional Accountants





## Saskatchewan Party Caucus Statement of Financial Position

As at March 31, 2015

	2015	2014
Assets		
Current		
Cash	399,267	827,043
Prepaid expenses and deposits	415,833	6,118
	815,100	833,161
Capital assets (Note 3)	13,328	17,358
	828,428	850,519
Liabilities		
Current Accounts payable and accruals (Note 4)	37,011	29,838
Deferred contributions related to information technology enhancements (Note 5)	•	10,695
	37,011	40,533
Surplus		
Caucus Surplus	791,417	809,986
	828,428	850,519

Approved on behalf of the Board

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# Saskatchewan Party Caucus Statement of Operations and Changes in Net Assets For the year ended March 31, 2015

		Tor the year ended march 51, 201	
35.50	2015	2014	
Revenue			
Grant revenue	1,245,392	1,257,025	
Amortization of deferred contributions	10,695	16,333	
	1,256,087	1,273,358	
Expenses			
Advertising	555,803	144,110	
Amortization	5,127	6,708	
Bank charges and interest	177	220	
Computer maintenance	4,217	16,729	
Contract work	48,417	36,921	
Facilitation services	468	-	
Insurance	400	440	
Meetings	11,462	12,001	
Membership fees	2,450	2,450	
Office supplies	16,667	26,703	
Postage	1,874	21,435	
Professional fees	8,900	8,235	
Repairs and maintenance	1,399	_	
Salaries and benefits	603,251	575,192	
Telephone	6,439	5,920	
Travel and training	7,605	8,927	
	1,274,656	865,991	
(Deficiency) excess of revenue over expenses	(18,569)	407,367	
Caucus surplus, beginning of year	809,986	402,619	
Caucus surplus, end of year	791,417	809,986	

## Saskatchewan Party Caucus Statement of Cash Flows For the year ended March 31, 2015

	2015	2014
Cash provided by (used for) the following activities		
Operating		
Cash receipts from grants	1,245,392	1,229,345
Cash paid for program service expenses	(1,074,094)	(287,035)
Cash paid for salaries and benefits	(597,977)	(543,893)
	(426,679)	398,417
Investing		
Purchase of capital assets	(1,097)	(12,697)
(Decrease) increase in cash resources	(427,776)	385,720
Cash resources, beginning of year	827,043	441,323
Cash resources, end of year	399,267	827,043

### Saskatchewan Party Caucus Notes to the Financial Statements

For the year ended March 31, 2015

#### 1. Organization and operations

A Caucus is defined by S.50 (1) (b) of the Legislative Assembly and Executive Council Act to mean a group of two or more Members who are elected to the Assembly and who belong to the same political party.

The Saskatchewan Party Caucus receives funding from the Legislative Assembly pursuant to various directives adopted by the Legislative Assembly's Board of Internal Economy.

In accordance with Board of Internal Economy Directive #23 - Caucus Accountability and Disclosure, the Caucus is required to submit annual audited financial statements as well as audited financial statements for the term of the 29th Legislature.

#### 2. Significant accounting policies

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations set out in Part III of the CPA Canada Handbook - Accounting, as issued by the Accounting Standards Board in Canada and include the following significant accounting policies:

#### Capital assets

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution if fair value can be reasonably determined.

Amortization is provided using the declining balance method at rates intended to amortize the cost of assets over their estimated useful lives.

	Wethod	Rate
Computer equipment	declining balance	30 %
Computer software	declining balance	30 %
Office equipment	declining balance	20 %

#### Deferred contributions related to information technology enhancements

Grants related to information technology enhancements are deferred and amortized over the term of the assets the grant monies were used to purchase.

#### 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 disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Amortization is based on the estimated useful lives of capital assets.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in excess of revenues and expenses in the periods in which they become known.

#### Revenue recognition

Revenue is recognized on the accrual basis when earned, and collection is assured.



For the year ended March 31, 2015

#### 2. Significant accounting policies (Continued from previous page)

#### Financial instruments

The Caucus recognizes its financial instruments when the Caucus becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value.

At initial recognition, the Caucus may irrevocably elect to subsequently measure any financial instrument at fair value. The Caucus has not made such an election during the year. The Caucus subsequently measures cash and accounts payable at amortized cost.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in the excess of revenues over expenses for the current period. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at amortized cost or cost.

#### Financial asset impairment:

The Caucus assesses impairment of all of its financial assets measured at cost or amortized cost. When there is an indication of impairment, the Caucus determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year. If so, the Caucus reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets; and the amount expected to be realized by exercising any rights to collateral held against those assets. Any impairment, which is not considered temporary, is included in current year excess of revenues over expenses.

The Caucus reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in the excess of excess in the year the reversal occurs.

#### 3. Capital assets

	Cost	Accumulated amortization	2015 Net book value	2014 Net book value
Computer equipment	86,982	79,036	7,946	10,255
Computer software	32,569	30,462	2.107	3,010
Office equipment	19,421	16,146	3,275	4,093
	138,972	125,644	13,328	17,358



#### 4. Accounts payable and accruais

In accordance with the Board of Internal Economy Directive #23 - Caucus Accountability and Disclosure, at year end, accounts payable and accrued liabilities include:

	2015	2014
Audit	8,525	7,875
Courier service	2,135	916
Equipment service	2,170	2,100
General contractual services	330	246
Office supplies	1,350	1,141
Promotion	•	487
Telephone	233	178
Vacation payable	22,100	16,826
Water	168	69
	37,011	29,838

#### 5. Deferred contributions related to information technology enhancements

Board of Internal Economy Directive #7.3 - Caucus Information Technology Resources states that the information technology enhancements grant is to be used for information technology enhancements. In November 2011, the Caucus received an information technology enhancements grant of \$49,000 under the Board of Internal Economy Directive #7.3 which was recorded as deferred contributions and will be taken into income at a straight line rate of 3 years. During the year \$10,695 (2014 - \$16,333) has been recognized as revenue.

#### 6. Caucus surplus

Board of Internal Economy Directive #23 - Caucus Accountability and Disclosure provides that within six months of polling day, surplus Caucus funds, if any, after payment of outstanding accounts shall revert to the Crown.

In the event of a directive being adopted requiring the surplus, or a portion thereof, to be refunded to the Assembly, a liability would be created. No provision has been made in the accounts for this potential contingency during the year.

#### 7. Financial instruments

The Caucus, as part of its operations, carries a number of financial instruments, which include cash, accounts payable and accruals.

#### Liquidity risk

Liquidity risk is the risk that the Caucus will encounter difficulty in meeting obligations associated with financial liabilities. The Caucus enters into transactions to purchase goods and services on credit for which repayment is required at various maturity dates. The Caucus monitors its cash balances and cash flows generated from funding to meet requirements. The Caucus manage the liquidity risk resulting from accounts payable by continuously monitoring forecast and actual cash flows.

