

UNITED WAY LEEDS & GRENVILLE
Financial Statements
Year ended December 31, 2022

UNITED WAY LEEDS & GRENVILLE

Year ended December 31, 2022

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Independent Auditor's Report

To the Members of
United Way Leeds & Grenville
Brockville, Ontario

Qualified Opinion

We have audited the financial statements of United Way Leeds & Grenville (the "Organization"), which comprise the balance sheet as at December 31, 2022, and the statement of operations and net assets, and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of United Way Leeds & Grenville as at December 31, 2022 and its financial performance and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Qualified Opinion

In common with many charitable and non-profit organizations, the Organization derives revenue from donations and 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 organization and we were not able to determine whether any adjustments might be necessary to fundraising and donation revenues, excess of revenue over expenditures, assets and net assets for the year ended December 31, 2022.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Matters

The financial statements of the Organization for the year ended December 31, 2021, were audited by another auditor who expressed a qualified opinion on those statements on April 20, 2022.

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

Management is responsible for the preparation and fair presentation of the 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.

PROFESSIONAL CORPORATION **Chartered Professional Accountants**

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian Auditing Standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.


Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control.

Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the organization to cease to continue as a going concern.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Brockville, Ontario
March 29, 2023


DURAND AND ASSOCIATES
PROFESSIONAL CORPORATION
Authorized to practise public accounting by the
Chartered Professional Accountants of Ontario

UNITED WAY LEEDS & GRENVILLE

Balance Sheet

December 31, 2022, with comparative figures for December 31, 2021

	Investment in Capital Assets	Internally Restricted	Unrestricted	Totals 2022	Totals 2021
Assets					
Current assets:					
Cash (note 2)	\$ -	\$ 11,609	\$ 403,466	\$ 415,075	\$ 393,700
Short-term investments (note 3)	-	585,000	-	585,000	850,000
Campaign pledges receivable	-	-	139,452	139,452	115,856
Other receivables	-	-	62,482	62,482	88,164
Prepaid expenses	-	-	7,107	7,107	5,268
Interfund balances	-	207,650	(207,650)	-	-
	-	804,259	404,857	1,209,116	1,452,988
Long-term investments (note 3)	-	145,189	-	145,189	-
Property, plant and equipment (note 4)	120,801	-	-	120,801	128,649
	\$ 120,801	\$ 949,448	\$ 404,857	\$ 1,475,106	\$ 1,581,637
Liabilities and Net Assets					
Current liabilities:					
Accounts payable and accrued liabilities	\$ -	\$ -	\$ 37,135	\$ 37,135	\$ 27,050
Allocations payable to agency members	-	-	44,918	44,918	45,027
	-	-	82,053	82,053	72,077
Deferred contributions:					
Externally restricted donations (note 5)	-	-	50,637	50,637	88,705
Capital assets (note 6)	12,143	-	-	12,143	16,172
	12,143	-	50,637	62,780	104,877
Net assets:					
Net assets (page 4)	108,658	949,448	272,167	1,330,273	1,404,683
	\$ 120,801	\$ 949,448	\$ 404,857	\$ 1,475,106	\$ 1,581,637

Approved by the Board:

 Director

 Director

The accompanying notes are an integral part of these financial statements.

UNITED WAY LEEDS & GRENVILLE

Statement of Operations and Net Assets

Year ended December 31, 2022, with comparative figures for 2021

	Investment in Capital Assets	Internally Restricted	Unrestricted	Totals 2022	Totals 2021
Revenue:					
Campaign contributions	\$ -	\$ -	\$ 947,022	\$ 947,022	\$ 939,937
Major gifts	-	-	70,000	70,000	100,000
Funds received from other United Ways	-	-	11,392	11,392	18,831
Allowance for uncollectible pledges	-	-	(7,873)	(7,873)	(5,155)
Net campaign contributions	-	-	1,020,541	1,020,541	1,053,613
COVID-19 grants	-	-	-	-	10,994
Investment income earned	-	-	11,938	11,938	4,419
Unrealized loss on investments	-	-	(2,472)	(2,472)	-
Other revenues (page 14)	4,029	5,532	39,912	49,473	84,416
	4,029	5,532	1,069,919	1,079,480	1,153,442
Expenditures:					
Allocations to agency members	-	-	572,698	572,698	557,021
Non-agency designations	-	-	63,514	63,514	17,760
Y2Y Board allocations	-	-	1,450	1,450	1,800
COVID-19 allocations and expenses	-	-	-	-	11,573
Programs (page 15)	7,399	8,227	259,235	274,861	208,712
Campaign (page 15)	5,342	15,970	220,055	241,367	164,907
Nevada tickets (page 15)	-	-	-	-	1,196
	12,741	24,197	1,116,952	1,153,890	962,969
Excess (deficiency) of revenues over expenditures	(8,712)	(18,665)	(47,033)	(74,410)	190,473
Net assets - beginning of the year	112,477	947,830	344,376	1,404,683	1,214,210
Interfund transfers	4,893	20,283	(25,176)	-	-
Net assets - end of the year	\$ 108,658	\$ 949,448	\$ 272,167	\$ 1,330,273	\$ 1,404,683

The accompanying notes are an integral part of these financial statements.

UNITED WAY LEEDS & GRENVILLE

Statement of Cash Flows

Year ended December 31, 2022, with comparative figures for 2021

	2022	2021
Cash provided by (used in):		
Operations:		
Cash receipts	\$ 1,039,468	\$ 1,137,589
Cash paid to suppliers and employees	(1,133,012)	(900,353)
	(93,544)	237,236
Investing:		
Decrease (increase) in investments	119,812	(250,000)
Purchase of capital assets	(4,893)	(579)
	114,919	(250,579)
Increase (decrease) in cash	21,375	(13,343)
Cash, beginning of the year	393,700	407,043
Cash, end of the year (note 2)	\$ 415,075	\$ 393,700

The accompanying notes are an integral part of these financial statements.

UNITED WAY LEEDS & GRENVILLE

Notes to Financial Statements
Year ended December 31, 2022

Purpose of the organization:

The United Way Leeds & Grenville ("United Way") is a not-for-profit organization and, pursuant to letters patent dated October 27, 1998, is incorporated without share capital under the Ontario Corporations Act. Its mission is to improve lives and build community by engaging individuals and mobilizing collective action. The United Way's primary source of revenue is the annual campaign to solicit donations on behalf of agency members.

The United Way is registered as a charitable organization under the Income Tax Act (the "Act") and, as such, is exempt from income taxes and is able to issue donation receipts for income tax purposes. In order to maintain its status as a registered charity under the Act, the United Way must meet certain requirements within the Act. In the opinion of management, these requirements have been met.

1. Significant accounting policies:

(a) Basis of presentation:

These financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations.

(b) Fund accounting:

The Organization follows the deferred fund method of accounting for contributions within the following funds:

The investment in capital assets fund reports the assets, liabilities, revenue and expenses related to the organization's capital assets (note 7).

The internally restricted fund reports Nevada, building and operating reserve amounts restricted by the board of directors (note 8).

The unrestricted fund accounts for the Organization's campaign, program delivery and administrative activities (note 9).

(c) Cash and cash equivalents:

Cash is defined as cash on hand, cash on deposit, and short-term deposits with maturity dates of less than 90 days, net of cheques issued and outstanding at the reporting date.

(d) Investments:

Investments are recorded at fair value.

(e) Campaign pledges receivable:

Campaign pledges receivable are recognized if the amount to be received can be reasonably estimated and collection is reasonably assured.

An allowance for uncollectible pledges receivable is calculated using historical loss experience and deducted from the carrying value of the receivable.

UNITED WAY LEEDS & GRENVILLE

Notes to Financial Statements

Year ended December 31, 2022

1. Significant accounting policies (continued):

(f) Property, plant and equipment:

Amortization is provided over the estimated useful lives of the assets using the following methods and annual rates:

Asset		Rate
Building	Straight line	4%
Equipment	Straight line	6.7% and 20%
Computer equipment and software	Straight line	33.3% and 50%

(g) Revenue recognition:

The Organization follows the deferral method of accounting for contributions which includes unrestricted and restricted donations and grants.

Unrestricted campaign contributions are recognized as revenue when received or pledged. Funds received from other United Ways are recognized as revenue when received or pledged.

Externally restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Contributions restricted for the purchase of capital assets are deferred and amortized into revenue on a straight-line basis at rates corresponding with the amortization rates for the related capital assets.

Nevada ticket sales, interest and rent are recognized as revenue when earned.

Endowment contributions are recognized as direct increases in net assets when received.

Restricted investment income is recognized as revenue in the year in which the related expenses are recognized. Unrestricted investment income is recognized as revenue when earned.

(h) Financial instruments:

Financial instruments are recorded at fair value on initial recognition. Equity instruments that are quoted in an active market are subsequently measured at fair value. All other financial instruments are subsequently recorded at cost or amortized cost, unless management has elected to carry the instruments at fair value. The organization has elected to subsequently carry all of its short-term investments and all of its long-term investments at fair value.

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

(i) Use of estimates:

The preparation of financial statements in accordance 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 at the date of the financial statements, and the reported amounts of revenues and expenses during the year. Actual results could differ from management's best estimates as additional information becomes available in the future.

UNITED WAY LEEDS & GRENVILLE

Notes to Financial Statements

Year ended December 31, 2022

1. Significant accounting policies (continued):
(j) Contributed services:

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

(k) In-kind contributions:

The United Way receives in-kind contributions of clothing, office supplies, personal care products and other goods which are used internally or distributed to agency members and other community agencies. Since these in-kind contributions would not ordinarily be purchased by the United Way, they are not recorded in the financial statements.

2. Cash:

	2022	2021
Cash float	\$ 200	\$ 200
Operating account - unrestricted	157,426	158,174
Business investment account - unrestricted	242,445	211,407
Investment savings account - unrestricted	3,395	-
Total unrestricted	403,466	369,781
Operating account - internally restricted	2,798	1,156
Nevada accounts - internally restricted	8,811	22,763
Total internally restricted	11,609	23,919
Total cash	\$ 415,075	\$ 393,700

Funds from Ontario Lottery sources must be segregated into a separate bank account and can only be used for specified purposes.

3. Investments:

Short-term investments:	2022	2021
Term deposits	\$ 585,000	\$ 850,000
Long-term investments:	2022	2021
Guaranteed investment certificates	\$ 56,125	\$ -
Common shares	72,480	-
Preferred shares	16,584	-
	\$ 145,189	\$ -

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Notes to Financial Statements
Year ended December 31, 2022

4. Property, plant and equipment:

2022	Cost	Accumulated amortization	Net book value
Land	\$ 50,000	\$ -	\$ 50,000
Building	292,723	226,935	65,788
Equipment	24,440	19,427	5,013
Computer equipment and software	10,827	10,827	-
	\$ 377,990	\$ 257,189	\$ 120,801

2021	Cost	Accumulated amortization	Net book value
Land	\$ 50,000	\$ -	\$ 50,000
Building	287,830	215,405	72,425
Equipment	24,440	18,216	6,224
Computer equipment and software	10,827	10,827	-
	\$ 373,097	\$ 244,448	\$ 128,649

5. Externally restricted donations:

Deferred contributions related to externally restricted donations represent unspent donations that have been restricted by the donors for COVID-19 allocations, deferred campaign contributions, prepaid allocations and youth programs.

	2022	2021
Balance, beginning of the year	\$ 88,705	\$ 105,950
Externally restricted donations collected	73,509	89,086
Amount recognized as revenue:		
COVID-19 allocations	-	(10,994)
Campaign contributions	(109,631)	(93,537)
Youth programs	(1,946)	(1,800)
Balance, end of the year	\$ 50,637	\$ 88,705

Represented by funds externally restricted for:		
Deferred campaign contributions	\$ 50,000	\$ 85,324
LEAP program	-	1,999
Youth programs	637	1,382
	\$ 50,637	\$ 88,705

6. Deferred contributions related to capital assets:

Deferred contributions related to capital assets represent externally restricted capital contributions and grants received for the purchase of capital assets together with contributed capital assets. The amortization of capital contributions is recorded as revenue in the statement of operations.

	2022	2021
Balance, beginning of the year	\$ 16,172	\$ 20,293
Contributions received during the year	-	-
Amount amortized to revenue	(4,029)	(4,121)
Balance, end of the year	\$ 12,143	\$ 16,172

UNITED WAY LEEDS & GRENVILLE

Notes to Financial Statements

Year ended December 31, 2022

7. Investment in capital assets:

(a) Investment in capital assets is calculated as follows:

	2022	2021
Capital assets	\$ 120,801	\$ 128,649
Amounts financed by deferred contributions related to capital assets	12,143	16,172
	\$ 108,658	\$ 112,477

(b) Change in the investment in capital assets is calculated as follows:

	2022	2021
Excess of expenses over revenue:		
Amortization of deferred capital contributions related to capital assets	\$ 4,029	\$ 4,121
Amortization of capital assets	12,739	12,739
	\$ (8,710)	\$ (8,618)

Net change in investment in capital assets:

Capital assets acquired	\$ 4,893	\$ 1,291
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8. Internally restricted net assets:

	Nevada Tickets	Building	Operating Reserve	2022 Total	2021 Total
Nevada tickets:					
Sales	\$ -	\$ -	\$ -	\$ -	\$ 3,055
Expenses	-	-	-	-	(1,196)
Building:					
Revenue	-	4,875	-	4,875	4,747
Expense recoveries	-	657	-	657	-
Expenses	-	(24,197)	-	(24,197)	(17,703)
Deficiency of revenue over expenses	-	(18,665)	-	(18,665)	(11,097)
Balance - beginning of the year	22,764	38,830	886,236	947,830	933,698
Transfers (to) from unrestricted net assets	(13,952)	18,666	15,569	20,283	25,229
Balance - end of the year	\$ 8,812	\$ 38,831	\$ 901,805	\$ 949,448	\$ 947,830

The board of directors has internally restricted the excess of revenue over expenses from the sale of Nevada tickets to be used to finance programs and general management and administration expenses.

The operating reserve represents funds internally restricted by the board of directors for purposes to be approved by the board.

The board of directors has internally restricted the amount committed as allocations to agency members for 2023 in the amount of \$564,409.

Miscellaneous internally restricted net assets total \$171,944.

UNITED WAY LEEDS & GRENVILLE

Notes to Financial Statements

Year ended December 31, 2022

8. Internally restricted net assets (continued):

The board of directors internally restricted the 2020 unrestricted operating excess of \$217,970 for the purpose of crisis intervention and research and development to support the community as follows:

	2022	2021
Balance, beginning of the year	\$ 202,530	\$ 217,970
Contributions received during the year	-	-
Less funds spent:		
Crisis intervention	20,859	12,000
Research and development	16,219	3,440
Balance, end of the year	\$ 165,452	\$ 202,530

9. Unrestricted net assets:

At December 31, 2022 there was \$272,167 of unrestricted net assets which will be used in the future for the development of community programs and operating capital.

10. Transfer to community program:

In 2022, the organization held the Gord Brown Memorial Golf Tournament in partnership with the YMCA of Eastern Ontario. Fifty percent of the net proceeds were transferred to the YMCA of Eastern Ontario.

11. Financial risks and concentration of risk:

The United Way's financial instruments consist of cash, investments, receivables and payables. The significant financial risks to which the United Way is exposed relating to its financial instruments are credit risk, interest rate risk, liquidity risk and market risk.

(a) Credit risk:

Credit risk refers to the risk that a counterparty may default on its contractual obligations resulting in a financial loss.

Credit risk associated with cash and investments is minimized substantially by ensuring that these assets are invested with major financial institutions that have been accorded investment grade ratings by primary rating agency.

UNITED WAY LEEDS & GRENVILLE

Notes to Financial Statements

Year ended December 31, 2022

11. Financial risks and concentration of risk (continued):**(b) Interest rate risk:**

Interest rate risk refers to the risk that the fair value of financial instruments or future cash flows associated with the instruments will fluctuate due to changes in market interest rates.

The exposure of the United Way to interest rate risk arises from its interest bearing assets, being cash and investments.

The United Way's cash includes amounts on deposit with a financial institution that earn interest at market rates. The United Way manages its interest rate exposure of its cash by maximizing the interest income earned on excess funds while maintaining the liquidity necessary to conduct operations on a day-to-day basis. Fluctuations in market rates on cash do not have a significant impact on the United Way's results of operations.

The primary objective of the United Way with respect to its investments is to ensure the security of principal amounts invested, provide for a high degree of liquidity and achieve a satisfactory investment return.

(c) Liquidity risk:

Liquidity risk refers to the risk that the United Way will not be able to meet a demand for cash or fund its obligations as they come due.

The United Way meets its liquidity requirements by monitoring its cash flows from operations, anticipating investing and financing activities and holding assets that can be readily converted into cash.

(d) Market risk:

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices.

The United Way's investments in publicly-traded securities exposes the United Way to price risks as equity investments are subject to price changes in an open market due to market movements, global markets and changes to market rates of interest

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Notes to Financial Statements

Year ended December 31, 2022

12. COVID-19:

On March 11, 2020, the World Health Organization announced a pandemic of a disease called COVID-19. The duration and impact of COVID-19 are unknown at this time and it is not possible to reliably estimate the impact it will have on the financial results of the Organization in future periods.

In 2021, the Organization received government and community funding in order to provide additional allocations to charitable organizations throughout Leeds and Grenville. The directive of the government funding was to support vulnerable populations and seniors.

In 2021, a portion of program salaries was allocated to COVID expenses to recognize staff effort associated with providing allocations.

In 2020 and 2021, the Organization received government wage subsidies under the Canada Recovery Hiring Program, Canada Emergency Wage Subsidy and Temporary Wage Subsidy programs.

In 2020, prepaid allocations to member agencies had been recognized where agencies were unable to spend allocations in full during the year. In addition, some member agencies did not request funds for part of 2020 and 2021 as a result of programs impacted by COVID. Prepaid allocations were spent in full in 2021.

13. Comparative figures:

The 2021 comparative figures were audited by another public accountant. Certain comparative figures have been restated to comply with current year presentation.

UNITED WAY LEEDS & GRENVILLE

Schedule of Other Revenues

Year ended December 31, 2022, with comparative figures for 2021

	Investment in Capital Assets	Internally Restricted	Unrestricted	Totals 2022	Totals 2021
Nevada ticket sales, net of cash prizes	\$ -	\$ -	\$ -	\$ -	\$ 3,055
Rental	-	4,875	-	4,875	4,747
Community Services Recovery Fund	-	-	10,271	10,271	-
Expense recoveries	-	657	19,911	20,568	-
Grants for salaries and benefits	-	-	8,280	8,280	8,201
COVID wage subsidies (note 12)	-	-	-	-	62,492
Y2Y Board income	-	-	1,450	1,450	1,800
Amortization of deferred capital contributions (note 7)	4,029	-	-	4,029	4,121
	\$ 4,029	\$ 5,532	\$ 39,912	\$ 49,473	\$ 84,416

The accompanying notes are an integral part of these financial statements.

UNITED WAY LEEDS & GRENVILLE

Schedule of Program Expenses

Year ended December 31, 2022, with comparative figures for 2021

	2022	2021
Programs development	\$ 160,318	\$ 123,279
Gifts in Kind Centre	-	147
United Way of Canada dues	8,156	7,383
Youth Programs	2,559	2,000
211 program	-	3,000
Charity portal development	10,271	-
Community impact	16,219	1,228
Travel	75	131
Amortization of capital assets	5,392	4,773
	202,990	141,941
Allocation of:		
Building expenses (page 16)	9,207	7,512
General management and administration expenses (page 16)	62,664	59,259
	\$ 274,861	\$ 208,712

UNITED WAY LEEDS & GRENVILLE

Schedule of Campaign Expenses

Year ended December 31, 2022, with comparative figures for 2021

	2022	2021
Special events	\$ 73,049	\$ 22,728
Advertising and promotion	16,082	13,693
Postage	1,098	784
Supplies and forms	682	1,333
Fundraising expenses	2,911	4,696
Credit card charges	4,876	3,702
Travel	2,101	1,214
Miscellaneous	955	405
	101,754	48,555
Allocation of:		
Building expenses (page 16)	17,872	13,069
General management and administration expenses (page 16)	121,741	103,283
	\$ 241,367	\$ 164,907

UNITED WAY LEEDS & GRENVILLE

Schedule of Nevada Tickets Expenses

Year ended December 31, 2022, with comparative figures for 2021

	2022	2021
Site remuneration	\$ -	\$ 583
Tickets	-	321
Administration fees	-	292
	\$ -	\$ 1,196

The accompanying notes are an integral part of these financial statements.

UNITED WAY LEEDS & GRENVILLE

Schedule of Building Expenses

Year ended December 31, 2022, with comparative figures for 2021

	2022	2021
Utilities	\$ 6,185	\$ 4,600
Repairs	5,149	1,847
Insurance	5,334	4,409
Wages	5,324	4,761
Amortization of capital assets	2,882	2,878
Miscellaneous	2,205	2,086
	<u>\$ 27,079</u>	<u>\$ 20,581</u>
Allocated to:		
Program expenses	\$ 9,207	\$ 7,512
Campaign expenses	17,872	13,069
	<u>\$ 27,079</u>	<u>\$ 20,581</u>

UNITED WAY LEEDS & GRENVILLE

Schedule of General Management and Administration Expenses

Year ended December 31, 2022, with comparative figures for 2021

	2022	2021
Salaries and benefits	\$ 152,741	\$ 134,816
Office supplies, postage and photocopier lease	5,839	5,273
Travel and conferences	1,632	71
Professional services	8,518	7,008
Telephone and internet	6,844	5,804
Insurance	1,394	1,378
Advertising	21	-
Bank and credit card charges	730	675
Amortization of capital assets	4,465	5,088
Miscellaneous	2,221	2,429
	<u>\$ 184,405</u>	<u>\$ 162,542</u>
Allocated to:		
Program expenses	\$ 62,664	\$ 59,259
Campaign expenses	121,741	103,283
	<u>\$ 184,405</u>	<u>\$ 162,542</u>

General management and administration expenses and building expenses are allocated between programs and campaign expenses based on effort and have been allocated as follows:

	2022	2021
Programs	34.0 %	36.5 %
Campaign	66.0 %	63.5 %

The accompanying notes are an integral part of these financial statements.