

2021 Burlington Food Bank AGM

Message from the Board Chair & Executive Director to the Community March 24, 2022

As the province of Ontario begins to remove restrictions that have now been in place for almost 2-years, we start to look forward to that time and place when we will be able to meet with friends and family as we once had and celebrate coming together, a journey back to some sense of normalcy.

But for a person struggling with the fight of food security, times are looking tougher than ever. The struggle to choose eating over providing themselves or their family with a roof over their head is the everyday battle. Unfortunately, the trends we have seen over the past two years are expected to continue. Continuing with the delivery model to our clients for access to food support, we delivered food to an additional 2,881 individuals when compared to those serviced in 2020. 34% of our clients during 2021 had not used our Food Bank at any previous time.

That is why we remain diligent and focused on striving to achieve our Missions and Values at the Burlington Food Bank. It is through the efforts of one team; made up of our staff, volunteers, member agencies, partners, and our board of directors that we have been successful in staying strong in our efforts to ensure that every citizen of Burlington who needs healthy, nutritious food is able to access in a dignified experience. Through this team, Burlington residents accessed over 485,000 pounds of food directly from the Burlington Food Bank in 2021 and over 100,000 pounds distributed through local partners.

Looking Ahead – Our 2022-2023 Strategic Plan

It is a big dream to remove hunger and probably not something that will happen in our lifetime. New challenges are becoming part of everyday concerns for people in some form or another; the threat of double-digit inflation, the negative impacts of climate change on farming and water sources, natural disasters, conflict, marginalization, and social inequalities are to name just a few. While the threats are knocking at our doorstep, The Burlington Food Bank's leadership has developed a two-year Strategic Plan to ensure that we will be able to continue with our Mission and Values all the while identifying opportunities for us to do more, do better, and remain flexible to change and adapt.

The Hunger Report

In closing out 2021, we look forward to releasing our first ever Burlington Hunger Report, outlining the challenges that we are facing in the fight to remove food insecurities. Gathering data over the past two years, we have gained insight on the changes and challenges that assisted us in developing our next, two-year strategy.

The Halton HUB:

As we have continued to improve our operations and service to our community, we have recognized that we are at a pivotal time at the Burlington Food Bank. We have identified that there is an opportunity to support the broader food security network here in Burlington, with the intention of reaching even further into all of Halton.



For over half a decade, the Burlington Food Bank has been developing a strategy of improving our services through the development of the “HUB Concept”. It was always our belief that through organization and working together with like agencies within the City, we would be all in a better position to service our own communities with greater access, storage, and means to distribute food through out each city to increase access for those in need.

For the past year and a half, in concert with developing our reach within our own city limits, we have been working with Kerr Street Mission, the Feed Ontario Agency representing Oakville, who also has the same belief that working together will benefit the greater good.

Both Burlington and Oakville have identified one similar and opportune challenge in that as the need for food assistance continues to rise in each of our communities, our current facilities are insufficient regarding space.

It is through the HUB Concept, that we are looking forward to acquiring a warehouse which we will be able to better serve not only our direct clients but also those that are served through the network of food security agencies. Our intention is to become a Distribution Centre / Hub, along with Kerr Street Mission in Oakville to provide warehousing, centralized purchasing and a better, connected network to make food distribution for those in our communities more equitable throughout Burlington/Oakville and out into all of Halton Region as we develop. This project will allow for even greater purchasing power as a network, allow for adequate space to accept larger donations and receive allocations from the various donors and food producers that Feed Ontario regularly delivers for. The intention of the Hub is to ensure that no matter where a person lives in Halton, they will have the same opportunities to receive similar amounts of fresh, nutritious food that is culturally sensitive to their household needs.

With the support of both city Mayors, the Halton Region accepted a resolution to review the development of our concepts on December 15, 2021. We hope to work in conjunction with the Halton Region to further the concept, as we continue to move forward with the development and location of space which will be best suited for the needs of the Distribution Centre.

The Burlington Food Bank has great ambition over the next couple of years as we work to best serve the hungry in our community in a timely and dignified manner. This will include identifying agencies throughout Burlington and eventually into Halton that can be utilized to serve areas that are currently underserved. Our team will be a resource to the community in hopes of using a collaborative approach to sourcing better pricing and a stable warehouse space that will allow for larger corporate donations. The warehouse space will also allow us to have corporate partners join alongside our team in sorting, packing, and distributing healthy, nutritious food out into the network. We will also continue to review our hours and accessibility to ensure that we are best serving our clients.

Growth of the Burlington Food Bank

Inherently, the HUB Concepts will require additional resources in both staffing and physical assets. Over the next three to six months, we will be developing and enhancing our staffing compliment to ensure success. Preparing the Burlington Food Bank for transition from an individual, client-based program to creation and development of Distribution Centre/HUB along with continued service model for community members.



We will continue our investment in our growth to meet the needs of the community by way of acquiring additional space, storage capacity for fresh and perishable resources, enabling greater access to larger scale donations via Feed Ontario. That will improve our ability to assist all agencies within Burlington to reduce the shortfall currently experienced in Burlington to meet the needs of our community.

Branding and Imaging in the Community

A continued focus on our branding in the community will be required as we start to roll out our HUB Concepts as not only a direct to client food support but a community minded organization that supports other agencies in the food security sector. Through concise messaging we hope to increase the understanding of the need of the community members we serve.

Building upon the HUB concept we further the voice of our associations including Food Banks Canada and Feed Ontario with a united message.

Giving Thanks

Through the pandemic, we have continued supporting our community with the assistance of organizations and private donors. We would like to thank a few of our donors publicly here for your generosity, kindness and continued abiding support.

Boehringer Ingelheim (Canada) Ltd
Burlington Oldtimers Hockey Club
Burlington Oldtimers Slo-Pitch League
Gift of Giving Back
Halcyon International Ltd
Ladies of the Round Table

Megaloid Laboratories
Nicholson and Cates
Patrick J. McNally Charitable Foundation
Port Nelson Church
Rotary Club of Burlington Central
Tim Hortons

As always, a final thanks to our each of our volunteers who continue to support us each week helping us reach our clients. Without you, we would not have been able to collect, sort, and distribute to those in need.

Once again, it has been an honour to server our community. On behalf of the Board and our team we remain devoted to supporting you.

Sincerely,

Maria Nancy Thornton – Board Chair
Burlington Food Bank

Robin Bailey – Executive Director
Burlington Food Bank

BURLINGTON FOOD BANK

December 31, 2021

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STEVENSON LEHOCKI LLP

CHARTERED PROFESSIONAL ACCOUNTANTS

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INDEPENDENT AUDITOR'S REPORT

To the Members of
BURLINGTON FOOD BANK

Qualified Opinion

We have audited the financial statements of **BURLINGTON FOOD BANK** (the Entity), which comprises the balance sheet as at December 31, 2021 and the statements of operations, changes in net assets, and cash flow 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 **BURLINGTON FOOD BANK** as at December 31, 2021, and the results of its operations, its changes in net assets, 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 not-for-profit organizations, the Entity derives revenue from fundraising activities the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Entity. Therefore, we were not able to determine whether any adjustments might be necessary to fundraising revenue, excess of revenues over expenses, and cash flows from operations for the year ended December 31, 2021, current assets as at December 31, 2021, and net assets at December 31, 2021. Our audit opinion on the financial statements for the year ended December 31, 2021 was modified accordingly because of the possible effects of this limitation in scope.

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 Entity 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 qualified audit opinion.

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.

In preparing the financial statements, management is responsible for assessing the Entity'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 Entity or to cease operations, or has no realistic alternative but to do so.

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

STEVENSON LEHOCKI LLP

CHARTERED PROFESSIONAL ACCOUNTANTS

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INDEPENDENT AUDITOR'S REPORT cont'd

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 the 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 generally accepted 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 Entity'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 Entity'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 Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure, and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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.

Burlington, Ontario
July 5, 2022

Stevenson Lehocki LLP

Chartered Professional Accountants
Licensed Public Accountants

BURLINGTON FOOD BANK

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BALANCE SHEET

As at December 31	See accompanying notes	
	2021	2020
ASSETS		
Current assets		
Cash - unrestricted [Note 2]	\$ 512,310	\$ 701,201
Savings account - unrestricted	15,615	15,584
Investment - GICS - unrestricted	304,940	0
Miscellaneous receivable	105,482	38,897
HST rebates recoverable	11,073	9,136
Prepaid expense	52,221	93,324
	1,001,641	858,142
Investments - Restricted Funds [Note 4]	2,048,240	1,341,877
	\$ 3,049,881	\$ 2,200,019
LIABILITIES AND NET ASSETS		
Current liabilities		
Accounts payable and accrued liabilities	\$ 10,181	\$ 11,701
Visa payable	5,945	7,553
	16,126	19,254
NET ASSETS [Page 4]		
Internally restricted	2,048,240	1,341,877
Unrestricted	985,515	838,888
	3,033,755	2,180,765
	\$ 3,049,881	\$ 2,200,019

On behalf of the Board:

Director:  _____

Director: _____

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STATEMENT OF CHANGES IN NET ASSETS

Year ended December 31	See accompanying notes			
	Internally Restricted (Note 3)	Unrestricted	2021	2020
Net assets, beginning	\$ 1,341,877	\$ 838,888	\$ 2,180,765	\$ 665,807
Excess of revenues over expenses [Page 5]	242	852,748	852,990	1,514,958
Appropriations (from) unrestricted funds to restricted funds [Note 3]	706,121	(706,121)	0	0
Net assets, ending	\$ 2,048,240	\$ 985,515	\$ 3,033,755	\$ 2,180,765

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STATEMENT OF OPERATIONS

Year ended December 31	See accompanying notes	
	2021	2020
REVENUE		
Donations tax received	\$ 987,851	\$ 1,435,036
Contributions and other income	322,891	447,053
Fundraising	106,168	69,377
Government grant revenue <i>[Note 5]</i>	14,253	7,862
Interest on GICs - all funds	6,541	7,664
	1,437,704	1,966,992
EXPENSES		
Advertising and promotion	1,893	7,012
Bank charges and interest	20,754	35,325
Food purchases	199,730	118,983
Insurance	2,196	1,829
Minor property and equipment expensed <i>[Note 1(c)]</i>	0	213
Office salaries and benefits	198,645	170,435
Office supplies	17,401	23,942
Outreach programs	30,267	11,288
Professional fees	6,652	4,677
Rent and storage	56,255	39,913
Repairs and maintenance	4,306	2,668
Telephone	3,304	1,788
Training and development	3,033	2,712
Vehicle expense	7,819	7,592
Volunteer recognition	3,315	4,771
Waste removal and pest control	596	600
Website design and other technical services	28,548	18,286
	584,714	452,034
Excess of revenue over expenses for the year	\$ 852,990	\$ 1,514,958

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CASH FLOW STATEMENT

Year ended December 31	See accompanying notes	
	2021	2020
CASH FROM (TO) OPERATIONS		
Contributions and other income, fundraising, and receipted tax donations	\$ 1,416,910	\$ 1,951,466
Grant revenue	8,550	7,862
Interest - all GICS	6,541	7,664
Paid for supplies	(408,847)	(183,835)
Minor property and equipment expensed	0	(213)
Wages and benefits	(198,645)	(170,435)
Rent	(56,255)	(39,913)
Food	(199,730)	(118,983)
Outreach programs and fundraising expense	(30,267)	(11,288)
Donation processing, merchant fees and bank service charges	(20,754)	(35,325)
Changes in cash and equivalents during the year	517,503	1,407,000
Cash and equivalents, beginning	2,058,662	651,662
Cash and equivalents, ending	\$ 2,576,165	\$ 2,058,662
Represented by:		
Cash [Note 2]	\$ 558,175	\$ 1,085,870
Savings account	15,615	15,584
Investments - Restricted Funds	2,002,375	957,208
	\$ 2,576,165	\$ 2,058,662

NOTES TO THE FINANCIAL STATEMENTS

December 31, 2021**PURPOSE OF ORGANIZATION**

Burlington Food Bank is an Ontario Corporation without share capital which came into existence July 14, 1992. It is a registered Charity and is not subject to income tax pursuant to section 149(1) of the Income Tax Act. This not-for-profit organization operates a Food Bank located in Burlington, Ontario to provide emergency food to needy persons in the community. The organization is managed and administered by a Board of Directors with the Chair of the Board responsible for the general governance of the organization. A salaried Executive Director is responsible for the management of the food distribution centre and warehouse with the assistance of salaried staff members and volunteers.

The organization has net assets in externally restricted funds and internally restricted funds. The organization has unrestricted net assets (page 3) which is the accumulated annual surpluses over deficits since incorporation.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

(a) Financial Instruments*Measurement of financial instruments*

The organization initially measured its financial assets and liabilities at fair value. The organization subsequently measures all of its financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash and investment - guaranteed investment certificates.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

Impairment

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in net income. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net income. There has been no impairment recognized in the current year or prior year.

Transaction costs

The organization recognizes its transaction costs in net income in the period incurred. However, financial instruments that will not be subsequently measured at fair value are adjusted by the transaction costs that are directly attributable to their origination, issuance or assumption.

Risk exposure

It is management's opinion that it is not exposed to any significant currency, interest or other risks on its financial instruments.

There has been no significant change in risk exposure from the prior year.

(b) Inventories

Inventories are measured at the lower of actual cost and current replacement cost. Inventories of donated food are valued at zero (organization's policy for contributions of materials and services). At the December 31 fiscal year end, purchased perishable food inventory is minimal.

NOTES TO THE FINANCIAL STATEMENTS

December 31, 2021

(c) Property and Equipment

The organization, in accordance with Canadian accounting standards for not-for-profit organizations, has adopted the policy of capitalizing tangible assets starting with the 2021 fiscal year. Items under \$1,000 are considered minor and expensed when purchased. Prior to 2021, the organization followed the policy of expensing all property and equipment in the year of purchase.

In fiscal 2019, the organization received a grant from the Regional Municipality of Halton [Note 3] to purchase a walk-in freezer measuring 6ft x 6ft. The unit was purchased and install was complete by year end. In fiscal 2018, the organization purchased a commercial quality scale, bins for the warehouse, and other small warehouse items. No assets were disposed or scrapped during fiscal 2018. In the 2017 fiscal year, major categories of tangible assets owned by the organization included: delivery truck, refrigeration equipment, warehousing equipment, office furniture and equipment, computer hardware, trailer and towing accessories, and leasehold improvements. In fiscal 2017, the organization purchased a new food delivery truck with a refrigeration unit, additional blue cross-stacking tubs, a heavy duty camera, and a freezer. The old delivery truck was sold and proceeds were combined with a grant received from The Regional Municipality of Halton (Note 5) to acquire the new food delivery truck. In fiscal 2016, the organization purchased and paid for the installation of a new automatic door, purchased a new computer and printer for the office and sold a portable building. In fiscal 2015, the organization purchased improvements in its expanded rental premises. In fiscal 2014, the organization purchased an office computer and a new trailer along with towing accessories. The trailer can be towed by the truck owned by the organization and when not in use it provides extra space for storage of food and supplies.

(d) Revenue Recognition

The organization follows the deferral method of accounting for contributions. Restricted contributions and grants are recognized as revenue in the year which the related expenditures are incurred.

Unrestricted contributions and other sources of revenue, such as interest income, are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Government assistance received from programs that relate to current operating expenditures are recorded in the statement of operations. Government assistance related to the purchase of capital assets is recorded as income in the statement of operations which is the using the same basis that the related capital assets are being expensed.

Grants from the endowment fund at the Burlington Community Foundation are recognized as revenue when received.

(e) Contributions of Materials and Services

The organization receives donations of food, materials and volunteer services. The value of these materials and services are not reflected in the statement of operations.

(f) Harmonized Sales Tax

As a registered charity, a prorated portion of the HST paid on eligible expenses can be recovered in the form of a rebate. The non-recoverable portion is charged to expense accounts.

(g) Use of Estimates

The preparation of these financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. All estimates are reviewed periodically and

BURLINGTON FOOD BANK

NOTES TO THE FINANCIAL STATEMENTS

December 31, 2021

adjustments are made to the statement of operations as appropriate in the year they become known.

(h) Cash and Cash Equivalents

The organization's policy is to disclose bank balances under cash and cash equivalents, including short term investments with a maturity period of less than one year from the date of acquisition. Only unrestricted investments in GIC's meet this policy as they can be converted to cash in a short period of time.

2. CASH - UNRESTRICTED	2021	2020
Cash	\$ 558,175	\$ 1,085,870
Outstanding transfer to restricted funds	(45,865)	(384,669)
	\$ 512,310	\$ 701,201

The Board of Directors created new internally restricted funds by a resolution, to be reflected in the 2020 financial statements. The separate restricted investments are to be designated when existing investments mature. The above amount reflects the amount of the unrestricted bank balance that will be added to the restricted investments to create the amount of total appropriations to restricted funds per the Board resolution.

3. INTERNALLY RESTRICTED NET ASSETS

The Board of Directors have made the following commitments against the operating net assets:

	Fresh Food Fund	Contingency Fund	Pandemic Fund	Hub Fund	2021 Total	2020 Total
Net assets, beginning of year	\$ 83,449	\$ 458,428	\$ 200,000	\$ 600,000	\$ 1,341,877	\$ 203,350
Excess (deficiency) of revenues over disbursements:						
Interest / revenue	0	242	0	0	242	5,078
(Disbursements)	0	0	0	0	0	0
	0	242	0	0	242	5,078
Appropriation from (to)						
Unrestricted net assets	(37,584)	93,705	200,000	450,000	706,121	1,133,449
Net assets, end of year	\$ 45,865	\$ 552,375	\$ 400,000	\$ 1,050,000	\$ 2,048,240	\$ 1,341,877

The following are descriptions of the internally restricted net asset funds (created by Board resolution):

Fresh Food Fund

The Fresh Food Fund of \$45,865 consists of donations designated by donors for the purchase of food and are allocated to the Fresh Food fund. Additional monies may be transferred to this fund from time to time by the Board of Directors.

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Contingency Fund

The Contingency Fund balance at fiscal year end of \$552,375 including accrued interest is an internally restricted fund that reflects amounts that are designated by the Board of Directors for special purposes or unforeseen circumstances. Amounts are to be transferred to unrestricted funds as necessary. The Contingency fund was created in order to manage the Food Bank's risk for future operations and to ensure continuity of operations due to unprecedented changes in the environment allowing for continuity of operations. In 2018, the Board of Directors allocated \$200,000 to be held in GICs to establish the new Contingency fund. In 2020, the Board of Directors allocated an additional \$250,000 and in fiscal 2021 added an additional 93,705. The total amount represents payment of all projected expenses for one year.

Pandemic Fund

The Pandemic Fund of \$400,000 is an internally restricted fund that reflects the amount designated by the Board of Directors for alleviating the effect of the current economic downturn associated to COVID-19. Funds are transferred to this fund as per board approval. Uses of the Pandemic fund will be restricted to cover increase costs in food, cleaning, and other operating costs required to serve increased number of clients, while maintaining increased infection prevention and control standards. In 2020, the Board of Directors allocated \$200,000 to be held in a GIC to establish the new Pandemic fund and in 2021, another \$200,000 was allocated to the fund as approved by the Board of Directors. On an annual basis, this fund is reviewed for further requirements. If deemed unnecessary in the future, the amounts are to be transferred to the Contingency Fund or considered for other uses that are community driven.

Hub Fund

The Hub Fund of \$1,050,000 is an internally restricted fund that reflects amounts that are designated by the Board of Directors for the implementation of a new food distribution system. In fiscal 2020 the fund was created with \$600,000 and \$450,000 was added in fiscal 2021. The amount represents the costs allocated to the Food Bank under preliminary cost projections for 2022. Additional monies may be transferred to this fund from time to time by the Board of Directors as approved by the Board of Directors.

4. INVESTMENTS - RESTRICTED FUNDS - at cost	2021	2020
INTERNALLY RESTRICTED FUND INVESTMENTS:		
Fresh Food Fund		
Outstanding transfer from Cash Unrestricted <i>[Note 2]</i>	\$ 45,865	\$ 83,449
Contingency Fund		
Term deposits	552,375	455,148
Outstanding transfer from Cash Unrestricted <i>[Note 2]</i>	0	3,280
	552,375	458,428
Pandemic Fund		
Term deposit	400,000	200,000
Hub Fund		
Term deposit	1,050,000	302,060
Outstanding transfer from Cash Unrestricted <i>[Note 2]</i>	0	297,940
	1,050,000	600,000
Total Internally Restricted Fund Investment	\$ 2,048,240	\$ 1,341,877

NOTES TO THE FINANCIAL STATEMENTS

December 31, 2021

5. GOVERNMENT GRANT REVENUE

In fiscal 2021, the organization received grants totalling \$8,550 from the Canada Summer Jobs program in order to hire a summer student. In addition, the organization received payments totalling \$5,703 from the Canada Emergency Wage Subsidy program.

In fiscal 2019, the organization received a grant totalling \$12,063 to purchase a walk-in freezer. On April 4, 2017 the organization received \$5,000 from the Ontario Association of Food Banks in partnership with Sysco to be specifically spent on qualifying expenditures per the agreement for the Sysco Community Garden Program "Feeding Fresh". At fiscal year end 2017, \$767 has been recognized in grant revenue. The remaining amount of \$4,233 was recorded on the balance sheet as deferred government grant revenue. During fiscal 2018 the grant income was recognized as revenue as the remaining proceeds of \$4,233 were spent on qualifying expenditures. An additional \$5,000 was provided by the City of Burlington and \$1,000 was provided by the Burlington Community Foundation.

On June 19, 2017 the organization entered into an agreement with the Regional Municipality of Halton to receive funds from the Halton Region Community Investment Fund, Category Three Program. The Category Three Program provides funding that increases access to food and enhance the ability of food security programs to respond to the needs of Halton residents. The organization presented a proposal to undertake a "Project" and was awarded the amount of \$50,000. The funds were used towards the purchase of capital equipment which was a new food delivery truck. The organization shall preserve the capital equipment for a period of three years and shall not dispose of or transfer any Capital Equipment unless the Region authorizes its disposition. The three year period ends in the year 2020.

6. BURLINGTON COMMUNITY FOUNDATION - ENDOWMENT FUND

The organization established an Endowment Fund within The Burlington Community Foundation. The fund was established to provide an ongoing source of revenue to support and enhance services, in particular food security but excluding operational and/or fundraising costs. The fund is managed by the Burlington Community Foundation. Any income earned on the endowment fund after fees charged by the manager can be granted to the organization to cover non-operational and non-fundraising costs.

In fiscal 2021, the endowment fund had capital additions of \$1,152, earned investment income of \$1,075, paid management fees of \$144, paid grants to the organization of \$NIL, and had a total fund balance at December 31 of \$11,071.

In fiscal 2020, the endowment fund had capital additions of \$3,185, earned investment income of \$552, paid management fees of \$38, paid grants to the organization of \$NIL, and had a total fund balance at December 31 of \$8,988.

7. CONTINGENCIES AND COMMITMENTS

On January 1, 2021, the organization committed to a lease for the premises at 1254 Plains Road for a 36 month period commencing January 1, 2021 with an option to renew for a further 36 month period. In addition, on June 10, 2020 the organization committed to a software contract with Blackbaud Inc. for a 36 month period commencing June 2020. The annual commitments, not including HST are:

2022	\$61,538
2023	\$56,334