



ANNUAL INTAKE GRANT FOR ASSISTANCE APPLICATION CENTRAL CARIBOO and CARIBOO CHILCOTIN Electoral Areas D, E, F, J AND K

On an annual basis, **Electoral Areas D, E, F, J and K** of the Cariboo Regional District (CRD) jointly provide Grants for Assistance to local **non-profit organizations** for projects, activities and events that strengthen and enhance the wellbeing of the community, promote volunteerism and support the goals and priorities of the Cariboo Regional District.

Applications may be submitted to the **Cariboo Regional District** via mail or by hand at Suite D, 180 North Third Ave., Williams Lake, BC V2G 2A4; facsimile at 250-392-2812; or email at mailbox@cariboord.ca

THE DEADLINE FOR APPLICATIONS IS OCTOBER 2ND, 2023.

To qualify for a Grant for Assistance, the applicant **must**:

- Demonstrate financial need and
- Provide a service, project or event that supports the priorities and goals of the CRD.

Grants for Assistance will be provided to support events and/or projects.

Before submitting your application, please ensure you have included all required documentation.

- ☒ Completed and signed application form
- ☒ Minutes of last Annual General Meeting
- ☒ List of current directors
- ☒ Most current financial statements
- ☐ Required report for previous Grant for Assistance (if applicable and not already submitted). If unsure, please contact us. The report should contain the following information:
 - How the funds were utilized;
 - The success of the project or event;
 - How the CRD was publicly recognized for providing funding.
- ☒ Budget for the project you are requesting funds

If you have any questions, please contact the Cariboo Regional District.



Grant for Assistance Application – Central Cariboo

Organization Information:

| | |
|--|-----------------|
| Name of Organization: BC Conservation Foundation - WildSafeBC Program | |
| Mailing Address: 1B-1445 McGill Road, Kamloops, BC, V2C 6K7 | |
| Physical Address: 1B-1445 McGill Road, Kamloops, BC, V2C 6K7 | |
| Telephone (office): 250-828-2551 / kamloops@bccf.com | email (office): |
| Purpose of Organization: The WildSafeBC Program is the provincial leader in reducing conflict with wildlife in British Columbia through education, collaboration and providing community solutions. | |
| What community(ies) does the organization serve? The WildSafeBC Cariboo program serves the entire Cariboo Regional District. Cariboo communities served include City of Quesnel, City of Williams Lake, District of 100 Mile House and District of Wells. | |
| How long has the organization operated in the community? Seasonally since 2019. | |
| BC Society Registration Number: (if applicable) S08351 | |
| Federal Charitable Registration Number: (if applicable) 123042822RR0001 | |
| Chairperson's name: John Shepherd | |
| Telephone: [REDACTED] | email: |
| Treasurer or Financial Officer's name: Deborah McNicol | |
| Telephone: [REDACTED] | email: |

Date of your last AGM: December 2, 2022

Previous Grant from CRD (if applicable): \$ N/A

Current Grant Request: \$ 3,000.00

A final report for your last grant received MUST be included with this submission, if not previously submitted.



Grant for Assistance Application – Central Cariboo

Project Information:

Brief description of proposed use of grant:

The grant will be used to support WildSafeBC Program delivery in the Cariboo Regional District through the actions of our Community Coordinator. WildSafeBC provides tools and information needed to reduce conflicts with wildlife through a variety of educational and training activities delivered by seasonal community coordinators that are hired, trained and supervised by the British Columbia Conservation Foundation, a non-profit charity. WildSafeBC Coordinators work closely with local governments, the BC Conservation Officer Service, school districts and community groups to provide specialized programming in the Cariboo region with the goal of reducing preventable human-wildlife conflicts. WildSafeBC also works closely with Regional District to accomplish specific goals, which can include electric fencing initiatives or fruit gleaning activities.

How do you know there is a need for this project/event in your community?

Each year, there are over 25,000 calls to the BC Conservation Officer Service through their RAPP line. This includes an average of 500 call per year in the Cariboo region alone. Many of these calls are to report wildlife in preventable conflicts in the community. WildSafeBC has operated in the Cariboo Region since 2019 and has identified key causes of human-wildlife conflicts, including an abundance of attractants such as the improper storage of solid waste bins between collection days, unmanaged fruit trees, livestock, and other residential attractants that draw wildlife into the community. Several areas have been identified as hotspots of wildlife activity across the region that would benefit from increased outreach and education.

Start date of the project:

April 8, 2024

End date for the project:

November 30, 2024

Describe the key activities and timelines to complete the project

The WildSafeBC Program runs seasonally each year. WildSafeBC Coordinators are recruited, hired and trained in April and May. From April or May to November, the WildSafeBC community coordinator will deliver educational and outreach activities across the Cariboo Regional District, including door-to-door educational campaigns, garbage tagging sessions in high conflict areas where applicable, perform community presentations, attend events and markets, lead the WildSafe Ranger Program, answer public and media inquiries, and continue to work with businesses to review their commitment as well as bring others on board with the WildSafeBC business pledge in an effort to keep the entire community safe. In November, the coordinator will report on their activities and present to funders. Annual reports are published online in December.

How will you determine if the project/event was successful?

WildSafeBC results in increased public awareness, increased public safety, decreased potential for human-wildlife conflict, and a subsequent reduction in the number of bears and other wildlife destroyed as a result of preventable conflicts. The success and reach of the program is monitored throughout the season and summarized in annual community reports published online: <https://wildsafebc.com/resources/community-reports/>. Measured metrics of success include the number of people spoken to at events and booths, number of attendees at workshops and presentations, number of businesses or other organizations contacted for collaborations, number of followers and engagement on Facebook, and number of waste bins stickered and the number that received multiple stickers. Community reports are an important tool used by local and provincial governments, businesses, and other organizations to evoke change within their operations. These reports are also used by the Provincial WildSafeBC Team to strategize and make informed changes to the program priorities and activities each year.

Does your organization have sustainable funding? Please explain.

WildSafeBC is an annual program that operates seasonally in communities across the province. The program requires a minimum annual base contribution from the local municipality and/or regional district in which it operates to fund the program. WildSafeBC Communities have included this annual base contribution to their operating budgets. To supplement this funding, the BC Conservation Foundation (BCCF) enters into multi-year funding agreements with Provincial Ministries and other funders. To further increase capacity or expand the WildSafeBC program in specific communities, BCCF applies for funding from other grants sources. The amount BCCF receives annually from other sources varies and is not guaranteed. BCCF funding contributions combined with community funds create the total budget for local program delivery. The WildSafeBC Community Program application process is competitive, as BCCF receives more community requests than funds available.

Is your organization applying for funds from other sources for this project/event? If yes, what other organization(s)? _____ How much? \$ 6,000
Area B grant, and South Cariboo grant.



Grant for Assistance Application – Central Cariboo

Describe the impact of this application being denied or approval of an amount less than requested. Will you be able to complete the project/event if you do not receive the funds applied for?

The project will still occur in the community, but our coordinator will operate on a reduced budget with fewer hours and travel expenses available. A key challenge identified in region in previous years is the size of the area that needs to be covered on a limited mileage budget. Any additional funds received will allow us to operate at an increased capacity in the Cariboo Regional District next season.

Does your organization charge user fees/membership/admission? If yes, attach your current fee structure.

Does your organization receive any other support(s) from the CRD? Yes ☒ No ☐
(i.e. financial support, rental subsidies, contribution agreements, tax exemption, use of CRD-owned facility)

If yes, what support(s) and how much?

The CRD provides an annual contribution to WildSafeBC to be eligible for a program and additional funding contributions in the region. The minimum funding contribution is \$4,000. This amount can differ each year, but the CRD has consistently contributed \$6,000-8,000 since the start of our operations in the regional district.

How will you recognize the CRD's contribution to your organization?

The CRD will be recognized on the WildSafeBC website funding page with a logo and link, on social media, and within our published annual community reports.

THE INFORMATION INCLUDED IN THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

David Hendrickson, Executive Director, on behalf of Chair

September 29, 2023

President/Chairperson

Date

2022 AGM Minutes

British Columbia Conservation Foundation

Date and time - **Saturday, December 3, 2022 5:00 – 6:00 pm (working dinner)**

Location - **Executive Hotel, Richmond BC, 7311 Westminster Hwy, Richmond, BC V6X 1A3**

1. Call to Order – Chair (Doug Janz)

Meeting was called to order at 6:07PM. A moment of silence was observed for the recent loss of Carmen Purdy.

2. Establish Quorum

MOTION: To establish quorum for the meeting with 27 BCCF members present. (Ed George/Gerry Paille)
CARRIED

3. Comments and Introductions – Chair

Two BCCF staff members were introduced to members, David Hendrickson (Executive Director) and Ranil Prasad (Office Administrator).

4. Approval of Agenda

(Review agenda, make corrections, add items and then approve)

MOTION: To approve the agenda. (Bill Bosch/Ed George)
CARRIED

5. First Call for Board of Directors Nomination Chair (Bill Bosch)

MOTION: To accept the Nomination report as circulated. (Bill Bosch/Ed George)
CARRIED

6. Review of Previous Annual Meeting Minutes (5:11 pm)

- Read, amend, approve and file

Two mistakes were noted in the past meeting's minutes. On the first page, the word "restricted" should be replaced with "unrestricted", and "fine" should be replaced with "fund."

MOTION: To approve the minutes of the previous meeting. (Gerry Paille/David Lewis)
CARRIED

7. Financial Report (5:13pm)

- Annual financial report – Treasurer, Joan Lindsay

MOTION: To approve the audited financial statements (Joan Lindsay/Ed George)

Three members abstained (Pat Whittingham, Jesse Zeman and Jeff Ayre)

CARRIED

- Auditor's report

MOTION:

- Appoint Auditors DMCL Chartered Accountants to undertake Engagement Review in 2023

MOTION: To appoint DMCL Chartered Accountants for the purposes of conducting a 2023 Engagement Review (Joan Lindsay/Ed George)

CARRIED

- Do we want to raise membership dues?

Members generally agreed that raising membership dues is not something they would like to consider.

8. Second Call for Board of Directors Nomination Chair (5:35pm) (Bill Bosch)

9. Executive Director's Report (5:40 pm) David Hendrickson

David summarized a number of BCCF projects for the benefit of members.

10. A Committee will be formed to review bylaws for Feb/March 2023.

Discussion tabled for the upcoming board meeting.

11. Election of Office - Nomination Chair (Bill Bosch) (5:55pm)

Chair: Doug Shephard (acclaimed)

Vice-Chair: Jen Bellhouse (elected)

Secretary: Chuck Zuckerman (acclaimed)

Treasurer: Joan Lindsay (acclaimed)

Directors:

Bill Bosch (elected)

Ted Brookman (elected)

Dave Harper (elected)
David Lewis (elected)
Mark McDonald (elected)
Gerry Paille (elected)
Jared Wilkison (elected)
Doug Janz (ex officio)

12. Adjournment

Motion: That the meeting adjourn (Gerry Paille/Pat Whittingham)
CARRIED

Meeting adjourned at 7:35PM

Projected Budget

April 2024 - November 2024

WildSafeBC Cariboo

BC Conservation Foundation WildSafeBC Program

REVENUES

| | |
|--|--------------------|
| Province of BC Grant Agreement | \$8,300.00 |
| Cariboo Regional District | \$8,000.00 |
| South Cariboo & District of 100 Mile House Grant (unconfirmed) | \$3,000.00 |
| Central Cariboo & Cariboo Chilcotin (unconfirmed) | \$3,000.00 |
| Electoral Area B Grant (unconfirmed) | \$3,000.00 |
| BC Conservation Foundation - In-kind Donation | \$1,000.00 |
| TOTAL | <u>\$26,300.00</u> |

EXPENSES

| | |
|---|---------------------|
| Salaries & Benefits | \$ 14,490.00 |
| Electronic Allowance | \$ 180.00 |
| Home office allowance | \$ 150.00 |
| Shipping/ materials | \$ 200.00 |
| Premises Rent | \$ 100.00 |
| Training/Safety | \$ 61.50 |
| Computer Costs | \$ 197.90 |
| Specialized project costs | \$ 820.60 |
| Accommodation | \$ 400.00 |
| Per Diem | \$ 400.00 |
| Tool kit | \$ 1,000.00 |
| Mileage and travel costs | \$ 5,000.00 |
| BC Conservation Foundation Admin Fees (15%) | \$ 3,300.00 |
| TOTAL | <u>\$ 26,300.00</u> |

Projected Financial Statement

April 2023 - November 2023

WildSafeBC Cariboo

BC Conservation Foundation WildSafeBC Program

REVENUES

| | |
|---|--------------------|
| Province of BC Grant Agreement | \$8,300.00 |
| Cariboo Regional District | \$8,000.00 |
| BC Conservation Foundation - In-kind Donation | \$1,000.00 |
| TOTAL | <u>\$17,300.00</u> |

EXPENSES

| | |
|---|---------------------|
| Salaries & Benefits | \$ 10,320.00 |
| Electronic Allowance | \$ 180.00 |
| Home office allowance | \$ 150.00 |
| Shipping/ materials | \$ 200.00 |
| Premises Rent | \$ 50.00 |
| Training/Safety | \$ 61.50 |
| Computer Costs | \$ 197.90 |
| Specialized project costs | \$ 410.10 |
| Accomodation | \$ 185.43 |
| Per Diem | \$ 319.00 |
| Tool kit | \$ 1,000.00 |
| Mileage and travel costs | \$ 2,100.00 |
| BC Conservation Foundation Admin Fees (15%) | \$ 2,126.09 |
| TOTAL | <u>\$ 17,300.02</u> |

BRITISH COLUMBIA CONSERVATION FOUNDATION
Financial Statements
Year Ended March 31, 2023



DALE MATHESON CARR-HILTON LABONTE LLP
CHARTERED PROFESSIONAL ACCOUNTANTS

200 – 1688 152 Street
Surrey, BC V4A 4N2
TEL 604.531.1154 | FAX 604.538.2613

INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Members of British Columbia Conservation Foundation

We have reviewed the accompanying financial statements of British Columbia Conservation Foundation (the Foundation) that comprise the statement of financial position as at March 31, 2023, and the statements of revenues and expenditures, 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 (ASNPO), 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.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of British Columbia Conservation Foundation as at March 31, 2023, and the results of its operations and its cash flows for the year then ended in accordance with ASNPO.

Surrey, BC
September 6, 2023



DALE MATHESON CARR-HILTON LABONTE LLP
CHARTERED PROFESSIONAL ACCOUNTANTS

BRITISH COLUMBIA CONSERVATION FOUNDATION
Statement of Financial Position
March 31, 2023

| | 2023 | 2022 <i>(Audited)</i> |
|--|----------------------------|----------------------------|
| ASSETS | | |
| CURRENT | | |
| Cash and cash equivalents <i>(Note 4)</i> | \$ 329,575 | \$ 428,214 |
| Restricted cash and cash equivalents <i>(Note 4)</i> | 502,067 | 516,519 |
| Accounts receivable | 2,978,682 | 2,443,609 |
| Prepaid expenses | 35,207 | 16,386 |
| | <u>3,845,531</u> | <u>3,404,728</u> |
| PROPERTY AND EQUIPMENT <i>(Note 5)</i> | <u>376,519</u> | <u>382,590</u> |
| | <u>\$ 4,222,050</u> | <u>\$ 3,787,318</u> |
| LIABILITIES AND NET ASSETS | | |
| CURRENT | | |
| Accounts payable and accrued liabilities | \$ 1,636,805 | \$ 950,948 |
| Employee deductions payable | 63,646 | 66,390 |
| Deferred contributions <i>(Note 6)</i> | 1,279,313 | 1,349,586 |
| | <u>2,979,764</u> | <u>2,366,924</u> |
| NET ASSETS | | |
| Unrestricted reserves | 363,700 | 521,285 |
| Internally restricted reserves <i>(Note 10)</i> | 502,067 | 516,519 |
| Investment in capital assets | 376,519 | 382,590 |
| | <u>1,242,286</u> | <u>1,420,394</u> |
| | <u>\$ 4,222,050</u> | <u>\$ 3,787,318</u> |
| LEASE COMMITMENTS <i>(Note 8)</i> | | |

BRITISH COLUMBIA CONSERVATION FOUNDATION
Statement of Revenues and Expenditures
Year Ended March 31, 2023

| | 2023 | 2022 <i>(Audited)</i> |
|--|--------------------|--------------------------|
| REVENUES | | |
| Ministry of Environment Recoverable Programs | \$ 5,237,967 | \$ 4,911,108 |
| Grants/Donations | 981,285 | 859,998 |
| Habitat Conservation Trust Fund | 384,847 | 505,038 |
| Provincial Ministries | 234,296 | 178,333 |
| Living Rivers | 58,135 | 373,027 |
| Federal | 716,403 | 468,941 |
| Provincial Other | 423,442 | 414,391 |
| Other | 228,302 | 190,233 |
| Gaming | 28,057 | 29,465 |
| WildSafe BC | 653,359 | 668,227 |
| Recreational Fisheries Conservation Partnership | 1,595,943 | 2,421,185 |
| Miscellaneous projects | 63,972 | 66,158 |
| Municipalities | 89,569 | 82,011 |
| Urban Deer Management Program | - | 18,400 |
| | <u>10,695,577</u> | <u>11,186,515</u> |
| EXPENDITURES | | |
| Projects <i>(Schedule 1)</i> | 9,296,630 | 9,787,363 |
| Administration <i>(Schedule 1)</i> | 1,402,551 | 1,098,811 |
| Amortization | 45,774 | 37,451 |
| | <u>10,744,955</u> | <u>10,923,625</u> |
| EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES | <u>\$ (49,378)</u> | <u>\$ 262,890</u> |

BRITISH COLUMBIA CONSERVATION FOUNDATION

Statement of Changes in Net Assets

Year ended March 31, 2023

| | INTERNALLY RESTRICTED RESERVES | | | | | | | | Total 2023 | Total 2022 <i>(Audited)</i> |
|--|--------------------------------|---------------------|--------------------|---|-------------------------|----------------------------------|------------------------------------|----------------------------------|-----------------------|-----------------------------------|
| | Unrestricted | Land Acquisition | Working Capital | John B Holdstock Scholarship Award | Contribution Reserve | General Operations Reserve | Computer Contingency Reserve | Invested in Capital Assets | | |
| BALANCE, BEGINNING OF YEAR | \$ 521,285 | \$ 10,800 | \$ 300,000 | 81,139 | \$ 68,191 | \$ 56,389 | \$ - | \$ 382,590 | \$ 1,420,394 | \$ 1,232,867 |
| Excess (deficiency) of revenue over expenditures for the year | (3,604) | - | - | - | - | - | - | (45,774) | (49,378) | 262,888 |
| Appropriation to internally restricted reserves <i>(Note 10)</i> | (124,100) | 39,200 | - | - | 70,500 | (55,422) | 55,600 | 9,822 | (4,400) | (776) |
| Donations received from external donors <i>(Note 10)</i> | - | 823 | - | - | - | - | - | - | 823 | - |
| Contributions to various organizations <i>(Note 10)</i> | - | (25,000) | - | 174 | (100,326) | - | - | - | (125,152) | (74,585) |
| Investment in capital assets | (29,881) | - | - | - | - | - | - | 29,881 | - | - |
| BALANCE, END OF YEAR | \$ 363,700 | \$ 25,823 | \$ 300,000 | \$ 81,313 | \$ 38,365 | \$ 967 | \$ 55,600 | \$ 376,519 | \$ 1,242,287 | \$ 1,420,394 |

BRITISH COLUMBIA CONSERVATION FOUNDATION
Statement of Cash Flows
Year Ended March 31, 2023

| | 2023 | 2022 (Audited) |
|---|-------------------|-------------------|
| OPERATING ACTIVITIES | | |
| Excess (deficiency) of revenues over expenditures | \$ (49,378) | \$ 262,890 |
| Item not affecting cash: | | |
| Amortization of property and equipment | 45,774 | 37,449 |
| | <u>(3,604)</u> | 300,339 |
| Changes in non-cash working capital: | | |
| Accounts receivable | (535,073) | (102,772) |
| Accounts payable and accrued liabilities | 685,854 | (25,255) |
| Deferred contributions | (70,273) | (41,033) |
| Prepaid expenses | (18,821) | 9,761 |
| Employee deductions payable | (2,744) | 12,976 |
| | <u>58,943</u> | (146,323) |
| Cash flow from operating activities | <u>55,339</u> | 154,016 |
| INVESTING ACTIVITIES | | |
| Purchase of property and equipment | (39,739) | (26,757) |
| Contributions by restricted funds | (127,868) | (75,000) |
| Donations from external donors | (823) | (370) |
| Cash flow used by investing activities | <u>(168,430)</u> | (102,127) |
| INCREASE (DECREASE) IN CASH FLOW | <u>(113,091)</u> | 51,889 |
| Cash and cash equivalents - beginning of year | 944,733 | 892,844 |
| CASH AND CASH EQUIVALENTS - END OF YEAR | <u>\$ 831,642</u> | <u>\$ 944,733</u> |
| CASH CONSISTS OF: | | |
| Cash and cash equivalents | \$ 329,575 | \$ 428,214 |
| Restricted cash and cash equivalents | 502,067 | 516,519 |
| | <u>\$ 831,642</u> | <u>\$ 944,733</u> |

BRITISH COLUMBIA CONSERVATION FOUNDATION

Notes to Financial Statements

Year Ended March 31, 2023

1. INCORPORATION, PURPOSE AND NATURE OF OPERATIONS

Incorporation

The British Columbia Conservation Foundation (the "Foundation") was incorporated May 6th, 1969 under the Societies Act (British Columbia). The Foundation is a non-profit registered charity as defined in Section 149 of the Income Tax Act.

Purpose

The Foundation's purpose is to contribute significantly to the perpetuation and expansion of fish and wildlife habitats and forest resources by efficiently implementing conservation projects. The Foundation works with public agencies, private groups and corporations to enhance the fish, wildlife and forest resources.

Nature of operations

The Foundation's principal activities involve the management and administration on behalf of government and other funding organizations of a wide variety of projects intended to protect, preserve and improve the environment within the province of British Columbia.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

(b) Revenue recognition

The Foundation follows the deferral method of accounting for contracts from government and other funding organizations. Funds for projects and programs received in advance are deferred and recognized as revenue as the related expenditures are incurred. Other contributions are recorded when receivable and collection is reasonably certain. Where contributions are received in excess of actual expenditures incurred, these excess funds are repaid upon completion of the contract.

Unrestricted contributions are recognized as revenue when received.

(c) Reserves

The Foundation follows the restricted fund method of accounting for contributions received in respect of the Capital Asset Reserve, and five Internally Restricted Reserves.

The Unrestricted Reserve accounts for contributions received and expenses incurred to carry out the general objectives of the Foundation. The Capital Asset Reserve accounts for the Foundation's property and equipment, the amortization thereon, and any related liabilities. The Internally Restricted Reserves are maintained for various purposes (*Note 10*).

(continues)

BRITISH COLUMBIA CONSERVATION FOUNDATION

Notes to Financial Statements

Year Ended March 31, 2023

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

(d) Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

(e) Property and equipment

The Foundation capitalizes the costs of property and equipment purchased for its use. The Foundation also capitalizes the fair value of donated property where reasonably determinable; otherwise, donated property is recorded at nominal amounts. Such donations have been immaterial to date. Substantially all property and equipment of the Foundation have been purchased with the Foundation's general funds.

Amortization of property and equipment is provided on a straight-line basis over the assets' estimated useful lives, which range from three to seven years.

The Foundation also acquires property and equipment on behalf of funding organizations in connection with the management and administration of certain projects. All such costs are charged as direct project expenses as title to the assets remains with the project funding organization at all times. If, at the conclusion of a project or projects, the funding organization elects to donate the asset to the Foundation, it is recorded as a capital asset of the Foundation in accordance with the above-noted policy for donated property.

The carrying value of all categories of property and equipment is reviewed for impairment whenever events or circumstances indicate the recoverable value may be less than the carrying amount. Recoverable value is based on estimates of undiscounted future net cash flows expected to be recovered from specific assets or groups of assets through use or future disposition.

Impairment charges are recorded in the reporting period in which determination of impairment is made by management.

(f) Contributed services

Directors and other volunteers contribute substantial amounts of time to assist the Foundation in the pursuit of its purpose. Due to the difficulty of determining their fair value, contributed services are not recognized in these financial statements.

(g) 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 amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

BRITISH COLUMBIA CONSERVATION FOUNDATION

Notes to Financial Statements

Year Ended March 31, 2023

3. FINANCIAL INSTRUMENTS

The Foundation's financial instruments consist of cash, accounts receivable, guaranteed investment, accounts payable, accrued liabilities and deferred contributions. Unless otherwise noted, it is management's opinion that the Foundation is not exposed to significant interest, currency, liquidity or credit risks arising from these financial instruments. The fair value of these financial instruments approximate their carrying values, unless otherwise noted.

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Foundation's main credit risks relate to its cash and cash equivalents and accounts receivables. The Foundation provides credit to its clients in the normal course of its operations. The Foundation mitigates its risk in relation to cash and cash equivalents by placing it with major Canadian financial institutions.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. To manage liquidity risk, the foundation keeps sufficient cash resource readily available to meet its obligations. The foundation has investments in guaranteed investment certificates that are easily sold and converted to cash.

Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Foundation is exposed to interest rate risk on its fixed rate financial instruments. The fixed rate instruments subject the Foundation to a fair value risk.

4. CASH AND CASH EQUIVALENTS

Cash and cash equivalents consist of cash on hand, balances with banks and investments in guaranteed investment certificates less cheques issued and outstanding. Cash and cash equivalents included in the Statement of Cash Flows comprise the following Statement of Financial Position amounts:

| | 2023 | 2022 |
|---|-------------------|-------------------|
| Cash on hand and balances with the bank | \$ 509,715 | \$ 1,300,128 |
| Cheques issued and outstanding | (150,205) | (727,527) |
| Guaranteed investment certificates | 472,132 | 372,132 |
| | <u>\$ 831,642</u> | <u>\$ 944,733</u> |

BRITISH COLUMBIA CONSERVATION FOUNDATION

Notes to Financial Statements

Year Ended March 31, 2023

5. PROPERTY AND EQUIPMENT

| | Cost | Accumulated amortization | 2023 Net book value | 2022 Net book value |
|------------------------|-------------------|-----------------------------|---------------------------|---------------------------|
| Land | \$ 140,220 | \$ - | \$ 140,220 | \$ 140,220 |
| Buildings | 266,086 | 103,654 | 162,432 | 170,044 |
| Equipment | 41,479 | 34,322 | 7,157 | 10,815 |
| Equipment recoverable | 65,903 | 41,275 | 24,628 | 35,180 |
| Computer equipment | 116,232 | 80,335 | 35,897 | 21,105 |
| Furniture and fixtures | 25,601 | 21,230 | 4,371 | 3,991 |
| Leasehold improvements | 5,527 | 3,713 | 1,814 | 1,235 |
| | \$ 661,048 | \$ 284,529 | \$ 376,519 | \$ 382,590 |

6. DEFERRED CONTRIBUTIONS

| | 2023 | 2022 |
|--|---------------------|---------------------|
| Columbia River Integrated Environmental Management Program | \$ 93,845 | \$ 91,816 |
| Gaming | 55,000 | 28,057 |
| Living Rivers | - | 2,807 |
| Ministry of Transportations | 198,761 | 116,936 |
| Various projects | 640,709 | 580,459 |
| WildSafeBC Communities | 290,998 | 285,768 |
| WildSafeBC Ministry of Environment | - | 243,743 |
| | \$ 1,279,313 | \$ 1,349,586 |

Deferred contributions represents the unspent portion of funding programs. The deferred amounts will be held by the Foundation for future initiatives and will be recognized in revenue in the year which the expenditures are incurred. Upon completion of individual programs the Foundation is required to prepare a report for the grantor showing how the funds were actually spent.

7. RELATED PARTY TRANSACTIONS

No remuneration was paid to the voting members of the Foundation's Board of Directors during the year ended March 31, 2023.

During the year, the Foundation remunerated two employees for the management of the Foundation in excess of \$75,000. The total amount paid to these employees for the year was \$156,166 (2022 - \$234,638).

During the year, the Foundation remunerated seven (2022 - eight) contractors for conservation and restoration projects in excess of \$75,000. The total paid to these contractors for the year was \$2,013,938 (2022 - \$2,737,144).

BRITISH COLUMBIA CONSERVATION FOUNDATION

Notes to Financial Statements

Year Ended March 31, 2023

8. LEASE COMMITMENTS

The Foundation has entered into two operating leases for the head office and a regional office premises. The future minimum lease payments for future fiscal years are as follows:

| | | |
|------|----|----------------|
| 2024 | \$ | 99,148 |
| 2025 | | 91,005 |
| | | <hr/> |
| | \$ | <u>190,153</u> |

9. MAJOR CONTRIBUTORS

The Foundation has generated approximately 49% (2022 - 38%) of its funding from one contributor, and 15% (2022 - 22%) of its funding from another contributor. Should these funders substantially change their dealings with the Foundation, management is of the opinion that other funding could be obtained.

BRITISH COLUMBIA CONSERVATION FOUNDATION

Notes to Financial Statements

Year Ended March 31, 2023

10. INTERNALLY RESTRICTED RESERVES

From time to time the Directors of the Foundation appropriate funds from the Unrestricted Reserve to Internally Restricted Reserves as described below:

Land Acquisition Reserve

During 1997, the Directors of the Foundation established a Land Acquisition Reserve, with the purpose of purchasing land for conservation or to make contributions to other conservation organizations for the purchase of land. During the year \$823 (2022 - \$370) of donations from external donors were received. During the year board of director approved contributions for property purchase for a total of \$25,000 and the appropriation of \$39,200 into the funds. At year end the balance of the Land Acquisition Reserve is \$25,823 (2022 - \$10,800).

Working Capital Deficiencies Reserve

The Foundation experiences working capital deficiencies from time to time due to certain project expenditures that are incurred before the related funding is received. In order to ensure that funds are available when these deficiencies occur, the Directors of the Foundation periodically make appropriations from the Unrestricted Reserve to the Working Capital Deficiencies Reserve. At year end the balance of the Working Capital Deficiencies Reserve is \$300,000 (2022 - \$300,000).

John B Holdstock Scholarship Reserve

On April 13th 2011 the Directors of the Foundation established the John B Scholarship Reserve, and approved \$20,000 to be allocated to the reserve. During the year \$1,174 (2022 - \$45) of interest earned was received in this reserve. During the year, the Directors approved scholarships in the amount of \$1,000 (2022 - \$Nil). At year end the balance of the John B Holdstock Scholarship Reserve is \$81,313 (2022 - \$81,139).

Contribution Reserve

On April 28, 2009, the Directors of the Foundation established an Internally Restricted Reserve called the Contribution Reserve by way of an appropriation from the Unrestricted Reserve. During the year the Directors approved appropriation of funds of \$100,326 (2022 - \$75,000) to the reserve and approved contributions to various organizations of \$70,500 (2022 - \$Nil). At year end the balance of the Contribution Reserve is \$38,365 (2022 - \$68,190).

General Operations Reserve

On March 31, 2014, the Directors of the Foundation established the General Operations Reserve by way of an appropriation of \$500,000 from the Unrestricted Reserve with the purpose of acquiring office space. Subsequent to the office acquisition the remainder of the reserve is dedicated to future repairs and maintenance and upgrades of the acquired office space, including equipment and furniture. During the year the directors approved an appropriation of \$5,422 in the fund and approved the reallocation of \$50,000 to a new reserve called the Computer Contingency Reserve and renamed this reserve the General Operations Reserve. At year end the balance in the General Operations Reserve is \$967 (2022 - \$56,389).

Computer Contingency Reserve

The Computer Contingency Reserve was fund by way of an appropriation of \$50,000 from the Capital Acquisition Reserve for the Foundation's future computer upgrades. The directors also approved an additional \$10,000 by way of an appropriation in the funds from the Unrestricted Reserve and appropriated \$4,400. At year end the balance allocated to Computer Contingency Reserves is \$55,600 (2022 - \$Nil) .

BRITISH COLUMBIA CONSERVATION FOUNDATION

Project and Administration Expenses

(Schedule 1)

Year Ended March 31, 2023

| | 2023 | 2022 <i>(Audited)</i> |
|---|---------------------|---------------------------------|
| PROJECTS | | |
| Wages and benefits | \$ 3,327,271 | \$ 3,303,975 |
| Subcontractors | 4,612,595 | 5,081,223 |
| Equipment materials, supplies, and communications | 764,569 | 760,694 |
| Travel and accommodation | 506,539 | 518,699 |
| Goods and services tax | 41,656 | 57,689 |
| Miscellaneous | 24,954 | 50,000 |
| Training and safety | 19,046 | 15,083 |
| | <u>9,296,630</u> | <u>9,787,363</u> |
| ADMINISTRATION | | |
| Wages and benefits | 1,047,021 | 783,173 |
| Office and rent | 140,619 | 129,664 |
| Computer maintenance and support | 66,579 | 59,327 |
| Sundry, insurance | 30,698 | 16,980 |
| Training | 25,463 | 36,611 |
| Professional fees | 23,903 | 31,119 |
| Directors Expense | 23,558 | 6,930 |
| Communications | 23,381 | 18,920 |
| Advertising and promotion | 8,789 | 10,293 |
| Travel and accommodation | 7,729 | 1,694 |
| Interest and bank charges | 4,811 | 4,100 |
| | <u>\$ 1,402,551</u> | <u>\$ 1,098,811</u> |

Board of Directors

| | | |
|---|---|------------------------------|
| Chair John Shepherd [REDACTED] | Occupation | Years of Service 7 |
| Past Chair Doug Janz [REDACTED] | Occupation | Years of Service |
| | retired biologist/volunteer | 7 |
| Secretary Chuck Zuckerman [REDACTED] | Occupation | Years of Service |
| | | 1 |
| Treasurer Joan Lindsay [REDACTED] | Occupation | Years of Service |
| | Retired/BCLB | 17 |
| Vice Chair Jen Bellhouse [REDACTED] | Occupation | Years of Service |
| | Executive Director, Shuswap Trail | 1 |
| Director Dave Harper [REDACTED] | Occupation | Years of Service |
| | Faculty of Renewable Resources, BCIT | 1 |
| Director Mark McDonald [REDACTED] | Occupation | Years of Service |
| | | 1 |
| Director David Lewis [REDACTED] | Occupation | Years of Service |
| | | 1 |
| Director Gerry Paillie [REDACTED] | Occupation | Years of Service |
| | Retired/Education | 5 |

DirectorJared Wilkison
**Occupation**Civil Engineering
Consultant**Years of Service**

7

DirectorTed Brookman
**Occupation**

Retired/proprietor

Years of Service

9

DirectorBill Bosch
**Occupation**Irrigation Technician
for City of Kelowna
Parks**Years of Service**

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