Big Brothers & Big Sisters Association of Lacombe and District

Financial Statements

For the year ended December 31, 2017

(Unaudited)

Big Brothers & Big Sisters Association of Lacombe and District
Financial Statements
For the year ended December 31, 2017
(Unaudited)

Contents

Big Brothers & Big Sisters Association of Lacombe and District
Statement of Financial Position
(Unaudited)

December 31	2017	2016
Assets		
Current		
Cash (Note 2)	$ 73,093	$ 33,892
Accounts/contributions receivable (Note 3)	20,495	29,985
	93,588	63,877
Long-term portion of contributions receivable (Note 3)	30,000	45,000
Property (Note 4)	283,718	297,909
	$ 407,306	$ 406,786
Liabilities and Net Assets		
Current		
Accounts payable and accrued liabilities	$ 4,029	$ 3,001
Deferred revenue (Note 5)	38,518	17,198
Current portion of long-term debt (Note 6)	139,829	147,475
Current portion of deferred capital contributions (Note 7)	8,697	7,908
	191,073	175,582
Deferred capital contributions (Note 7)	155,769	150,256
Long-term portion of deferred revenue	30,000	45,000
	376,842	370,838
Net assets (Note 8)		
Restricted	5,083	8,001
Unrestricted	45,959	35,677
Capital	(20,578)	(7,730)
	30,464	35,948
	$ 407,306	$ 406,786

Approved on behalf of the board:

_____, Director _____, Director

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

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Independent Practitioner's Review Engagement Report

To the Members of
Big Brothers & Big Sisters Association of Lacombe and District

We have reviewed the accompanying financial statements of Big Brothers & Big Sisters Association of Lacombe and District, that comprise the statement of financial position as at December 31, 2017, and the statements of changes in net assets, operations and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

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

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 Big Brothers & Big Sisters Association of Lacombe and District as at December 31, 2017, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

BDO Canada LLP
Chartered Professional Accountants

Lacombe, Alberta
May 28, 2018

Big Brothers & Big Sisters Association of Lacombe and District
Statement of Changes in Net Assets
(Unaudited)

For the year ended December 31

	Restricted	Unrestricted	Capital	Total 2017	Total 2016
Balance, beginning of year	$ 8,001	$ 35,677	$ (7,730)	$ **35,948**	$ 78,161
Excess (deficiency) of revenue over expenditures for the year	(48,304)	42,820	-	**(5,484)**	(42,213)
Transfers	45,386	(45,386)	-	-	-
Deferred capital contributions	-	15,000	(15,000)	-	-
Deferred contributions recognized	-	(7,341)	7,341	-	-
Debt retirement recognized	-	(1,356)	1,356	-	-
Principal loan payments	-	(7,646)	7,646	-	-
Amortization	-	14,191	(14,191)	-	-
Balance, end of year	$ **5,083**	$ **45,959**	$ **(20,578)**	$ 30,464	$ 35,948

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

Big Brothers & Big Sisters Association of Lacombe and District
Statement of Operations
(Unaudited)

For the year ended December 31	2017 Budget	2017 Actual	2016 Actual
Revenue			
Bowl for Kids Sake	$ 30,000	$ 23,662	$ 23,472
Direct expenses	(8,834)	(6,722)	(7,881)
Donations	42,100	61,277	64,537
Fundraising	48,500	67,011	53,823
Grant revenue	21,500	29,876	16,028
United Way funding	23,477	26,027	21,732
Other revenue	-	774	144
	156,743	201,905	171,855
Program costs			
Big Bunch	-	-	21,027
Go Girls	32	264	-
In School Mentoring	76,015	77,518	84,238
Kids and Kops	11,025	8,511	5,611
Rural Outreach	37,006	46,474	49,001
Summer Program	2,149	17,834	9,589
	126,227	150,601	169,466
Gross margin	30,516	51,304	2,389
Expenditures			
Advertising and promotion	-	361	-
Amortization	-	14,191	5,913
Building purchase costs	-	-	1,644
Insurance	4,000	3,871	1,850
Interest and bank charges	-	606	967
Interest on long-term debt	-	6,253	2,075
Professional dues	5,350	4,311	5,509
Salaries and related benefits	21,196	21,289	21,705
Telephone and utilities	2,400	3,823	3,025
Travel	-	2,083	1,914
	32,946	56,788	44,602
Excess of expenditures over revenue for the year	$ (2,430)	$ (5,484)	$ (42,213)

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

Big Brothers & Big Sisters Association of Lacombe and District
Statement of Cash Flows
(Unaudited)

For the year ended December 31	2017	2016
Cash flows from operating activities		
Excess of expenditures over revenue for the year	$ (5,484)	$ (42,213)
Adjustment for non-cash item		
Amortization	14,191	5,913
	8,707	(36,300)
Change in non-cash working capital items		
Decrease (increase) in accounts/contributions receivable	9,490	(18,966)
Increase (decrease) in accounts payable and accrued liabilities	1,027	(5,130)
Increase in deferred revenue	21,320	15,000
	40,544	(45,396)
Cash flows from investing activities		
Receipt of current portion of contributions receivable	15,000	-
Purchase of property	-	(276,375)
	15,000	(276,375)
Cash flows from financing activities		
Repayment of long-term debt	(7,646)	(2,525)
Proceeds from long-term debt	-	150,000
Deferred capital contributions	15,000	106,375
Recognition of deferred capital contributions	(7,341)	(2,788)
Deferred debt repayment	-	27,707
Recognition of deferred debt repayment	(1,356)	(577)
Contributions for purchase of land	-	20,000
Recognition of current portion of deferred revenue	(15,000)	-
	(16,343)	298,192
Increase (decrease) in cash during the year	39,201	(23,579)
Cash, beginning of year	33,892	57,471
Cash, end of year	$ 73,093	$ 33,892
Cash consists of:		
Unrestricted cash	$ 50,570	$ 31,694
Externally restricted cash - casino	22,523	2,198
	$ 73,093	$ 33,892

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

Nature of operations

Big Brothers & Big Sisters Association of Lacombe and District (the "Association") is incorporated under the Societies Act of Alberta for the purpose of providing mentoring programs to children in the City of Lacombe and surrounding area.

The Association is registered as a charity organization and is tax-exempt under Section 149(1)(f) of the Canadian Income Tax Act.

1. Summary of significant accounting policies

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

The significant accounting policies used are as follows:

Property

Property is recorded at cost. The Association provides for amortization using the following methods at rates designed to amortize the cost of the property over its estimated useful life. The annual amortization rate and is as follows:

Asset	Method	Rate
Buildings	Straight-line	20 years

Revenue recognition

The Association follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Contributions specified for capital purposes are recorded as deferred capital asset contributions. These deferred contributions are taken into income as the related capital costs are amortized.

Unrestricted investment income is recognized as revenue when earned.

Accounting 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 amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenue and expenditures during the reported period. These estimates are reviewed periodically and are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

Contributed services

Volunteers contributed time to assist the Association in carrying out its activities. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

1. Summary of significant accounting policies (continued)

Reserves

It is the Association's policy as a part of their risk management strategy to maintain an operating reserve equal to six months' operating expenses. These funds are internally restricted and can be used only by obtaining approval from the Board of Directors.

2. Cash

Included in cash are restricted funds held by the Association. The operating reserve is internally restricted by the Board of Directors. The casino funds are externally restricted by legislative requirements. The balances are as follows:

	2017	2016
Unrestricted cash	$ 40,558	$ 21,692
Operating reserve	10,012	10,001
Casino	22,523	2,199
	$ 73,093	$ 33,892

The Association's credit facility includes an authorized revolving line of credit of $30,000 bearing interest at the Credit Union's prime plus 1.50%, of which none was used at year end. These facilities are secured by general security agreement providing a first charge and interest on all the present and after-acquired personal property. Prime rate at December 31, 2017 was 3.2%.

3. Contribution receivable

Contributions receivable is comprised of amounts relating to an agreement whereby the Gord Bamford Charitable Foundation is to pay a total of $100,000 over the course of no more than five years. In return, they will receive title sponsorship on the Association's new premises.

4. Property

			2017	2016
	Cost	Accumulated Amortization	Net	Net
Land	$ 20,000	$ -	$ 20,000	$ 20,000
Buildings	283,822	20,104	263,718	277,909
	$ 303,822	$ 20,104	$ 283,718	$ 297,909

5. Deferred revenue

	2017	2016
Gord Bamford Charitable Foundation	$ 15,000	$ 15,000
Casino funds	22,518	2,198
Landlord fundraising	1,000	-
	$ 38,518	$ 17,198

6. Long-term debt

	2017	2016
4.6% mortgage, payable $1,175 monthly including interest, due August 1, 2020.	$ 139,829	$ 147,475
Less current portion	139,829	147,475
Long-term portion	$ -	$ -

The Association is required to meet a specified debt to equity, current and annual debt service coverage ratios under its lending agreement. The Association is not in compliance with the debt to equity as of the balance sheet date. As a result of the non-compliance, the bank could demand repayment of loans.

The mortgage is secured by a general security agreement specifically pledging all present and after acquired property.

Assuming the mortgage is not demanded due to non-compliance of ratios, the estimated principal repayments are as follows:

2018	$ 7,832
2019	8,200
2020	123,797
	$ 139,829

7. Deferred capital contributions

The Association has received restricted contributions for the purchase of capital assets. These contributions are amortized on a declining balance over the useful life of the asset for which the contributions were received.

	Balance, beginning of year	Contributions	Current amortization	Current portion	Balance, end of year
Deferred contributions	$ 124,482	$ 15,000	$ (790)	$ (7,341)	$ **131,351**
Debt repayment	25,774	-	-	(1,356)	**24,418**
	$ 150,256	$ 15,000	$ (790)	$ (8,697)	$ **155,769**

8. Net Assets

	2017 Opening Balances	Revenue	Expenses	Transfers	2017 Closing Balances
Restricted					
In School Mentoring	$ -	$ 43,610	$ (77,518)	$ 33,908	$ -
Kids and Kops	6,540	5,832	(8,511)	-	3,861
Summer Program	-	12,876	(17,834)	4,958	-
Rural Outreach	-	39,954	(46,474)	6,520	-
Go Girls	1,461	25	(264)	-	1,222
	8,001	102,297	(150,601)	45,386	5,083
Unrestricted	35,677	106,330	(63,510)	(32,538)	45,959
Capital	(7,730)	-	-	(12,848)	(20,578)
	27,947	106,330	(63,510)	(45,386)	25,381
	$ 35,948	$ 208,627	$ (214,111)	$ -	$ 30,464

Restricted funds include monies received from both government organizations and private individuals, where it was requested that the funds go toward a specific program.

9. Allocation of Administration Expense

Administration costs applicable to the operations of the entire Association are allocated to projects based on the type of expenditure and the appropriate costs, pro-rated according to budgeted amounts.

Big Brothers & Big Sisters Association of Lacombe and District

Financial Statements

For the year ended December 31, 2017

(Unaudited)

Big Brothers & Big Sisters Association of Lacombe and District

Financial Statements

For the year ended December 31, 2017
(Unaudited)

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Independent Practitioner's Review Engagement Report

To the Members of
Big Brothers & Big Sisters Association of Lacombe and District

We have reviewed the accompanying financial statements of Big Brothers & Big Sisters Association of Lacombe and District, that comprise the statement of financial position as at December 31, 2017, and the statements of changes in net assets, operations and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

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

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 Big Brothers & Big Sisters Association of Lacombe and District as at December 31, 2017, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

BDO Canada LLP
Chartered Professional Accountants

Lacombe, Alberta
May 28, 2018

Big Brothers & Big Sisters Association of Lacombe and District
Statement of Financial Position
(Unaudited)

December 31	2017	2016
Assets		
Current		
Cash (Note 2)	$ 73,093	$ 33,892
Accounts/contributions receivable (Note 3)	20,495	29,985
	93,588	63,877
Long-term portion of contributions receivable (Note 3)	30,000	45,000
Property (Note 4)	283,718	297,909
	$ 407,306	$ 406,786
Liabilities and Net Assets		
Current		
Accounts payable and accrued liabilities	$ 4,029	$ 3,001
Deferred revenue (Note 5)	38,518	17,198
Current portion of long-term debt (Note 6)	139,829	147,475
Current portion of deferred capital contributions (Note 7)	8,697	7,908
	191,073	175,582
Deferred capital contributions (Note 7)	155,769	150,256
Long-term portion of deferred revenue	30,000	45,000
	376,842	370,838
Net assets (Note 8)		
Restricted	5,083	8,001
Unrestricted	45,959	35,677
Capital	(20,578)	(7,730)
	30,464	35,948
	$ 407,306	$ 406,786

Approved on behalf of the board:

_____, Director _____, Director

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

Big Brothers & Big Sisters Association of Lacombe and District
Statement of Changes in Net Assets
(Unaudited)

For the year ended December 31

	Restricted	Unrestricted	Capital	Total 2017	Total 2016
Balance, beginning of year	$ 8,001	$ 35,677	$ (7,730)	$ **35,948**	$ 78,161
Excess (deficiency) of revenue over expenditures for the year	(48,304)	42,820	-	**(5,484)**	(42,213)
Transfers	45,386	(45,386)	-	-	-
Deferred capital contributions	-	15,000	(15,000)	-	-
Deferred contributions recognized	-	(7,341)	7,341	-	-
Debt retirement recognized	-	(1,356)	1,356	-	-
Principal loan payments	-	(7,646)	7,646	-	-
Amortization	-	14,191	(14,191)	-	-
Balance, end of year	$ **5,083**	$ **45,959**	$ **(20,578)**	$ **30,464**	$ 35,948

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

Big Brothers & Big Sisters Association of Lacombe and District
Statement of Operations
(Unaudited)

For the year ended December 31	2017 Budget	2017 Actual	2016 Actual
Revenue			
Bowl for Kids Sake	$ 30,000	$ 23,662	$ 23,472
Direct expenses	(8,834)	(6,722)	(7,881)
Donations	42,100	61,277	64,537
Fundraising	48,500	67,011	53,823
Grant revenue	21,500	29,876	16,028
United Way funding	23,477	26,027	21,732
Other revenue	-	774	144
	156,743	201,905	171,855
Program costs			
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Kids and Kops	11,025	8,511	5,611
Rural Outreach	37,006	46,474	49,001
Summer Program	2,149	17,834	9,589
	126,227	150,601	169,466
Gross margin	30,516	51,304	2,389
Expenditures			
Advertising and promotion	-	361	-
Amortization	-	14,191	5,913
Building purchase costs	-	-	1,644
Insurance	4,000	3,871	1,850
Interest and bank charges	-	606	967
Interest on long-term debt	-	6,253	2,075
Professional dues	5,350	4,311	5,509
Salaries and related benefits	21,196	21,289	21,705
Telephone and utilities	2,400	3,823	3,025
Travel	-	2,083	1,914
	32,946	56,788	44,602
Excess of expenditures over revenue for the year	$ (2,430)	$ (5,484)	$ (42,213)

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

Big Brothers & Big Sisters Association of Lacombe and District
Statement of Cash Flows
(Unaudited)

For the year ended December 31		2017	2016
Cash flows from operating activities			
Excess of expenditures over revenue for the year	$	(5,484) $	(42,213)
Adjustment for non-cash item			
Amortization		14,191	5,913
		8,707	(36,300)
Change in non-cash working capital items			
Decrease (increase) in accounts/contributions receivable		9,490	(18,966)
Increase (decrease) in accounts payable and accrued liabilities		1,027	(5,130)
Increase in deferred revenue		21,320	15,000
		40,544	(45,396)
Cash flows from investing activities			
Receipt of current portion of contributions receivable		15,000	-
Purchase of property		-	(276,375)
		15,000	(276,375)
Cash flows from financing activities			
Repayment of long-term debt		(7,646)	(2,525)
Proceeds from long-term debt		-	150,000
Deferred capital contributions		15,000	106,375
Recognition of deferred capital contributions		(7,341)	(2,788)
Deferred debt repayment		-	27,707
Recognition of deferred debt repayment		(1,356)	(577)
Contributions for purchase of land		-	20,000
Recognition of current portion of deferred revenue		(15,000)	-
		(16,343)	298,192
Increase (decrease) in cash during the year		39,201	(23,579)
Cash, beginning of year		33,892	57,471
Cash, end of year	$	73,093 $	33,892
Cash consists of:			
Unrestricted cash	$	50,570 $	31,694
Externally restricted cash - casino		22,523	2,198
	$	73,093 $	33,892

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

Nature of operations

Big Brothers & Big Sisters Association of Lacombe and District (the "Association") is incorporated under the Societies Act of Alberta for the purpose of providing mentoring programs to children in the City of Lacombe and surrounding area.

The Association is registered as a charity organization and is tax-exempt under Section 149(1)(f) of the Canadian Income Tax Act.

1. Summary of significant accounting policies

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

The significant accounting policies used are as follows:

Property

Property is recorded at cost. The Association provides for amortization using the following methods at rates designed to amortize the cost of the property over its estimated useful life. The annual amortization rate and is as follows:

Asset	Method	Rate
Buildings	Straight-line	20 years

Revenue recognition

The Association follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Contributions specified for capital purposes are recorded as deferred capital asset contributions. These deferred contributions are taken into income as the related capital costs are amortized.

Unrestricted investment income is recognized as revenue when earned.

Accounting 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 amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenue and expenditures during the reported period. These estimates are reviewed periodically and are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

Contributed services

Volunteers contributed time to assist the Association in carrying out its activities. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

1. Summary of significant accounting policies (continued)

Reserves

It is the Association's policy as a part of their risk management strategy to maintain an operating reserve equal to six months' operating expenses. These funds are internally restricted and can be used only by obtaining approval from the Board of Directors.

2. Cash

Included in cash are restricted funds held by the Association. The operating reserve is internally restricted by the Board of Directors. The casino funds are externally restricted by legislative requirements. The balances are as follows:

	2017	2016
Unrestricted cash	$ 40,558	$ 21,692
Operating reserve	10,012	10,001
Casino	22,523	2,199
	$ 73,093	$ 33,892

The Association's credit facility includes an authorized revolving line of credit of $30,000 bearing interest at the Credit Union's prime plus 1.50%, of which none was used at year end. These facilities are secured by general security agreement providing a first charge and interest on all the present and after-acquired personal property. Prime rate at December 31, 2017 was 3.2%.

3. Contribution receivable

Contributions receivable is comprised of amounts relating to an agreement whereby the Gord Bamford Charitable Foundation is to pay a total of $100,000 over the course of no more than five years. In return, they will receive title sponsorship on the Association's new premises.

4. Property

			2017	2016
	Cost	Accumulated Amortization	Net	Net
Land	$ 20,000	$ -	$ 20,000	$ 20,000
Buildings	283,822	20,104	263,718	277,909
	$ 303,822	$ 20,104	$ 283,718	$ 297,909

5. Deferred revenue

	2017	2016
Gord Bamford Charitable Foundation	$ 15,000	$ 15,000
Casino funds	22,518	2,198
Landlord fundraising	1,000	-
	$ 38,518	$ 17,198

6. Long-term debt

	2017	2016
4.6% mortgage, payable $1,175 monthly including interest, due August 1, 2020.	$ 139,829	$ 147,475
Less current portion	139,829	147,475
Long-term portion	$ -	$ -

The Association is required to meet a specified debt to equity, current and annual debt service coverage ratios under its lending agreement. The Association is not in compliance with the debt to equity as of the balance sheet date. As a result of the non-compliance, the bank could demand repayment of loans.

The mortgage is secured by a general security agreement specifically pledging all present and after acquired property.

Assuming the mortgage is not demanded due to non-compliance of ratios, the estimated principal repayments are as follows:

2018	$ 7,832
2019	8,200
2020	123,797
	$ 139,829

7. Deferred capital contributions

The Association has received restricted contributions for the purchase of capital assets. These contributions are amortized on a declining balance over the useful life of the asset for which the contributions were received.

	Balance, beginning of year	Contributions	Current amortization	Current portion	**Balance, end of year**
Deferred contributions	$ 124,482	$ 15,000	$ (790)	$ (7,341)	**$ 131,351**
Debt repayment	25,774	-	-	(1,356)	**24,418**
	$ 150,256	$ 15,000	$ (790)	$ (8,697)	**$ 155,769**

8. Net Assets

	2017 Opening Balances	Revenue	Expenses	Transfers	2017 Closing Balances
Restricted					
In School Mentoring	$ -	$ 43,610	$ (77,518)	$ 33,908	$ -
Kids and Kops	6,540	5,832	(8,511)	-	3,861
Summer Program	-	12,876	(17,834)	4,958	-
Rural Outreach	-	39,954	(46,474)	6,520	-
Go Girls	1,461	25	(264)	-	1,222
	8,001	102,297	(150,601)	45,386	5,083
Unrestricted	35,677	106,330	(63,510)	(32,538)	45,959
Capital	(7,730)	-	-	(12,848)	(20,578)
	27,947	106,330	(63,510)	(45,386)	25,381
	$ 35,948	$ 208,627	$ (214,111)	$ -	$ 30,464

Restricted funds include monies received from both government organizations and private individuals, where it was requested that the funds go toward a specific program.

9. Allocation of Administration Expense

Administration costs applicable to the operations of the entire Association are allocated to projects based on the type of expenditure and the appropriate costs, pro-rated according to budgeted amounts.