

# AUTISM RESOURCE CENTRE

*...finding  
colour in the  
spectrum*

## 2013 ANNUAL REPORT

***The Autism Resource Centre's Board of Directors, membership, clients and families wish to extend our sincere gratitude to our Honourary Patrons.***

Her Honour the Honourable Vaughn Solomon Schofield,  
Lieutenant Governor of Saskatchewan

The Honourable Brad Wall,  
Premier of Saskatchewan

Thank you for your role in assisting the Autism Resource Centre in raising awareness about the uniqueness of Autism Spectrum Disorders.

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## 2013 PRESIDENT'S REPORT

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### Autism Resource Centre.....finding colour in the spectrum

A steady climb towards our vision...

We have moved quickly toward the strategic vision we have set for ourselves only one short year ago. It has been a year of significant changes and yet our core vision of serving the Autism Spectrum Disorders (ASD) community has never changed. We feel our new space, and brand is leading ARC in the direction to provide new, effective programming that will serve a larger portion of the adult ASD population.

It continues to be a steady climb, new programming, new staff, new space requires thoughtful planning and implementation. We are excited to be moving in this direction however we are also careful to manage the speed of our growth so that we are building a strong foundation at ARC.

The Board of Directors along with Theresa Savaria are very interested in building community partnerships for the Autism Resource Centre. Events such as Get Active 4 Autism Walk/Run, Celebrating the Trianon Dance Blast and our Grand Opening is giving us visibility in the community and helping us have conversations with our community leaders about the value of supporting ARC. With continued government support and increasing community resources we will develop a sound future for our centre.

The Board of Directors, Theresa Savaria and her team at ARC continue to advocate for increased visibility and services for the ASD community.

Our mandate has changed over the last few years however we are still overseeing the delivery of the summer programs that service children with ASD. These children are our future clients.

We feel it is important to remain connected to the community of parents who have children with ASD and continue to collaborate as advocates for improved services.

I would like to extend a special thank you to our full-time staff Theresa, Trudi, Connie, Katelyn, Rachelle, Karli, and our newest full-time employee Jamie Suderman. They bring their "whole game" to work each and every day. They are contributing with passion, expertise in Autism Spectrum Disorders and real care for this organization and the clients ARC serves.

It has been an honour to be involved in this part of ARC's development. I am grateful that our board is a dynamic energetic group that has a "yes we can" attitude. They each bring sound experience and insight that makes for inspiring thoughts and enriching discussions. It has been a privilege to work with all my colleagues on the Board of Directors and I look forward to what the near future holds for this organization.

Respectfully Submitted,  
**Angela Ricci, President**

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## 2013 EXECUTIVE DIRECTOR'S REPORT

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### 2012 - 2013 an Extraordinary Year

In order to work towards our vision that “Adults with Autism Spectrum Disorders (ASD) realize their full potential as contributing citizens of Saskatchewan”, we have changed our programming. Our new programs are modeled after the research and program development done by the Sinneave Family Foundation in their creation of the Ability Hub in Calgary. Our goal is to develop adult programs that focus on step-by-step development of independent skills. To accommodate the changes in ARC’s adult programming, we required more space than the Regina Public Schools could provide for us. In September 2012, we moved from two classrooms in Sheldon Williams High School to our new (4300 sq. ft.) location at 3663 Sherwood Drive. Our new Centre has had many visitors from parents, teachers, other Community Based Organizations and current Ministers of the Legislative Assembly (MLA). Our visitors have been positive about our programs and our vision. ARC has taken a leadership role in developing and delivering services for adults with ASD.

In the fall, ARC purchased the Practical Assessment Exploration System (PAES). PAES is a hands on curriculum that introduces people with disabilities to five areas of work: Business/Marketing, Construction/Industrial, Consumer/Service, Processing/Production, and Computer Technology. On Oct. 4 and 5, 2012, Ben Bordon from Talent Inc. came from Florida to ARC to provide training on Practical Assessment Exploration System. For the training sessions, we were joined by two staff from Saskatchewan Abilities Council. Ben was a great teacher and after two days of training, ARC staff started their first clients in PAES on Oct. 9, 2012. It has been affirming to see adults with ASD go through PAES and gain an understanding of their strengths and to see their confidence increase as they learn and explore areas of work. The Practical Assessment Exploration System has proven to be an excellent prevocational tool. We have had two PAES sessions in the 2012/2013 fiscal year. Two of our graduates from this program have been employed, and two of ARC’s Office Work Skills Program graduates have been employed.

The Cooking Program runs for 2 hours per week for 11 weeks. This year, we had two fall sessions and two winter sessions in order to accommodate everyone. This program is proving to be very popular thanks to the great job of organizing and planning by the coordinator, Katelyn Lee.

In January 2013, Karli Masker started the Social Drop In program for adults with ASD. This program is run on Wednesdays from 6 – 8 pm. Each month, the group develops a calendar of activities and the adults on the spectrum pick which events they would like to attend.

In February 2013, we received confirmation that we would receive the Supported Employment Transition Initiative (SETI) grant funding for one year to hire a Work Experience Coordinator. On May 13, 2013, Jamie Suderman joined the ARC team. Jamie’s position will allow ARC to have the resources to investigate more employment or meaningful work placements, transition to employment, and job coaching as required.

For more information about ARC’s current Adult Programs, see the list in this annual report.

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## **EXECUTIVE DIRECTOR'S REPORT continued**

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### **Summer Programs**

ARC recognizes that families of children with ASD need programming during the summer. Each year, ARC balances the needs of the families with appropriate staffing and funding available to provide quality therapeutic programming.

The 2012 Summer Programs consisted of two ARC summer programs for students with moderate to severe autism age 7 and older; a partnership with the YMCA for an inclusion camp for children ages 7 and older with higher functioning autism; and a summer program for preschoolers was provided by RQHR through Ranch Ehrlo Society.

In the two 2012 ARC Summer Programs, there were 226 one week spaces which 42 children participated for two weeks or more. One program was for students ages 7 – 12 and the other was for students 13 yr. and up.

In the winter of 2011 - 2012, ARC was able to form a partnership with YMCA for an inclusion camp for students with High Functioning Autism (HFA). This camp was a great success. It replaced the ARC Adventure Camp program. The staff at YMCA proved to be great partners. The YMCA staff did everything possible to make this camp successful. We had 105 spaces of which 58 students attended ages 7 yr. – 23 yr. Parents were pleased to be able to register at the YMCA over a month long period, and avoid waiting in line at ARC.

We are grateful to the directors of these Summer Programs, Katelyn Lee, Karli Masker, Nate Polsfut and assistant directors, Natasha Niedzielski, Tyson Lepage, and Allie Carlini for all their hard work and dedication. ARC could not provide the Summer Programs or the YMCA/ARC Inclusion Camp without the experience and expertise of these directors and assistant directors.

### **Future Programs**

The ARC Cooking Programs will be moving from Sheldon Williams High School to the Autism Resource Centre in the fall once our renovations are completed.

Currently, we are developing the curriculum for Life Skills Training for the ARC Functional Life - Skills Program which will start in January 2014. In this program, clients will be introduced to the tasks of independent living, by learning how to make a bed, do laundry, clean a bathroom, wash floors, and many other tasks. The ARC in-centre simulated apartment was made possible through the generosity of our sponsors.

We are currently doing some research on the feasibility of having a social enterprise project.

### **Unique Opportunities**

Through ARC's partnership with the Sinneave Family Foundation, we were asked to participate in organizing the second annual vocational conference in Calgary "What Will It Take"

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## EXECUTIVE DIRECTOR'S REPORT continued

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ARC also requested and was accepted onto the Canada wide research team “Transformational Research in Adolescent Mental Health (TRAM)”. This research is being done by Canadian Youth in Transition network. This network is made up of families, scientists, advocates, policy-makers, service organizations, and clinicians who are coming together for the first time in the history of mental health to address the fragmented system of care that has evolved and transform it into an integrated approach serving all youth (regardless of diagnosis) with developmentally sensitive, evidence – based services. This committee is being chaired by Dr. P. Szatmari an internationally renowned psychiatrist. Dr. Szatmari has done research in ASD and been a clinician with youth with mental health challenges.

### Extra challenges

Everyone at ARC worked hard to make the necessary changes and adaptation for the new programming while maintaining clients and their families as ARC’s priority. One of the extra challenges with a new centre was it required a new branding strategy to fit our new programming. We are proud of our new logo and tagline “...finding colour in the spectrum” along with our new website funded by a grant from The Canadian National Autism Foundation.

ARC would never have succeeded this year without the invaluable expertise of Trudi Ihme, who masterminded the move from Sheldon Williams, and got us unpacked in a timely manner. Connie Falconer, who has only been at ARC as Community Relationship Coordinator for 18 months, has become our go to person for renovation mastery and PAES challenges with construction and electrical tasks. Rachelle Chartier has been fearless in mastering PAES tasks, data collection and transitioning individuals with ASD to employment. Karli Masker took on the challenge of developing the Social Drop In program. She has laid the ground for an age appropriate social program that is diverse and fun. Plus, she is very organized and quickly adjusted to running Summer Program for students ages 7 – 12 yr. and working as an ARC Developmental Consultant. Katelyn Lee, who was the director of Summer Program for students ages 13 and up, also organized the cooking programs for adults with ASD. Katelyn introduced some new aspects to the cooking program and received very positive feedback from clients and families on the new recipes.

In closing, on behalf of ARC staff and myself, I want to thank the ARC Board for the work they have done to ensure ARC is providing relevant programming to adults and has been willing to take the risk to do new programming.

Respectfully Submitted  
*Theresa Savaria, Executive Director*

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# STRATEGIC PLANNING COMMITTEE REPORT

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**Committee Members: Heather Salloum, Kellie Garrett ,and Theresa Savaria.**

Last year, the report of the Strategic Planning Committee contained a plan for achieving the vision for ARC, which is that “Adults with Autism Spectrum Disorders (ASD) realize their full potential as contributing citizens of Saskatchewan society.” This plan was the result of many meetings working on the future of ARC to provide services for adults with ASD and their families.

We had meetings in 2012 and early 2013, and focused on the following elements of our strategic plan:

- Enable our new Centre to become fully functional,
- Expand partnerships in the community to provide work experience positions for adults with ASD and employment for those who can master required skills sets,
- Welcome the Abilities Council and 10 other agencies that will be sources of referrals for the ARC programs, and
- Increase the community fundraising events.

On September 8, 2012, we embarked on a new phase in the life of ARC, and moved into a new facility, with a dedicated program for adults ages 19 and older. In all ways, it was a dream come true, and we were enthused and excited about this new place and new program.

In January 2013, the Strategic Planning Committee became the Grand Opening Committee, and we welcomed additional members to our table: Trudi Ihme, Connie Falconer, and Linda Hale. We chose Tuesday April 2 as the date of the Grand Opening to coincide with World Autism Awareness Day. We targeted key political leaders to attend the opening, applied for a Provincial Proclamation of World Autism Awareness Day in Saskatchewan, arranged for tours of the facility for the Minister of Social Services and several reporters from television and print media, and facilitated the introduction by the Minister of Health of members of the ARC staff and Board in the Legislative Assembly. Our intention of creating a newsworthy and exciting event to publicize ARC was rewarded with attendance of over 130 guests on April 2, and media coverage for several days.

At the ARC Grand Opening we were joined by the Honourable Brad Wall, Premier of Saskatchewan; the Honourable Dustin Duncan, Minister of Health; the Honourable June Draude, Minister of Social Services; Mr. Michael Redenback, Vice President of Primary Health Care in the Regina-Qu'Appelle Health Region; and Brenda Cherry from the Sinneave Family Foundation and Ability Hub in Calgary. Also in attendance were MLAs; Member of Parliament Ralph Goodale; His Worship Michael Fougere, Mayor of Regina; representatives from both Public and Catholic School Divisions; and several of our sponsors. We were thrilled with the response from our government and civic officials, our clients and families, and all those who work with us at ARC.

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## STRATEGIC PLANNING COMMITTEE REPORT continued

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During the Grand Opening ceremony, we unveiled our new logo and we went “live” with our new website. ARC’s new slogan “... finding colour in the spectrum”, represents our belief in the varied and unique abilities and needs that exist for people diagnosed with ASD. We were able to showcase the PAES Program (Practical Assessment Exploration System) and welcome guests to visit our ARC apartment.

After the success of our Grand Opening, we now will turn our attention to plans for the future. These include:

- Continue our search for secure funding,
- Create a Functional Life-Skills Program that will utilize the ARC apartment,
- Continue to establish partnerships with businesses and organizations,
- Promote vocational opportunities,
- Advocate, plan, and facilitate the Summer Program, and
- Design a visioning session in the fall 2013 with staff and Board Members to focus our work and to reinforce our mission.

We have taken some risks and mobilized a small army of committed people to promote our goal and values. We have much work to do, but we are excited about the possibilities of the future, and proud about what we have accomplished.

Respectfully Submitted,  
***Heather Salloum, Chairperson***



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## FUNDS DEVELOPMENT COMMITTEE REPORT

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**Committee Members: Stephanie Casper, Trudi Ihme, Connie Falconer, and Theresa Savaria.**

If this year of funds development could be summed up in one word, it would be “success”. As we have experienced yet another year of change with the move to our stunning new Adult Vocational and Training Facility and the implementation of new vocational programs, we continue to grow and nurture our primary fundraising event while embracing new events and establishing new working relationships. We have replaced our feelings of trepidation that accompany change with those of confidence and pride as we continue to find opportunities to grow, adapt, and find new and exciting ways to support the clients, families, and initiatives of ARC.

Once again, summer 2012 brought us the Get Active 4 Autism walk/run. Thank you to Avery Altose and Nigel Gilbert who co-chaired the organization committee for the walk and the extensive number of people who volunteered their time and efforts to support the event. This year the total funds raised was over an astounding \$80,000.00. The generosity and continuing awareness that this incredible walk/run continues to generate is truly overwhelming. It was another beautiful day that brought family, friends, and community together in the spirit of fun, fitness, and support for ARC programs. Our deepest gratitude and heartfelt thanks is extended to Solvera Solutions, who remained the lead sponsor for the Get Active 4 Autism walk/run. We hope to see you there this summer on August 24, 2013.

The summer of 2012 also brought forth a new relationship to ARC. Ingrid Rudd, Pam Sproat, and Mieke Gibson approached ARC with an idea to help raise funds to cover the cost of PAES (Practical Assessment Exploration System). They invited Kristen Phaneuf to join their efforts and so began “Friends of Arc”. Ingrid, Pam, and Mieke share a passion for the music of the 50’s, 60’s, and 70’s and have fond memories of the Trianon Ballroom. They began organizing the “Celebrating the Trianon – Dance Blast”. This grand event is scheduled for April 2013. We are grateful for this group’s commitment to ARC, and we are waiting with great anticipation for this wonderful celebration.

The Funds Development Committee through the work of Connie Falconer, did apply to a number of government grants and private foundations. Along with the aforementioned projects, foundation grants and miscellaneous donors, it has been a very rewarding fundraising year.

Thank you to Connie Falconer, our Funds Developer for her countless hours of dedication to long term planning, committee work, and relationship building in the area of funds development.

Funds development can be very tedious and time consuming. We would like to thank the members of the Funds Development Committee, the ARC Board of Directors, volunteers, and the entire ARC membership for their tireless efforts and dedication to the fundraising initiative. We look forward to another exciting year ahead.

Respectively Submitted,

*Stephanie Casper, Chairperson*

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## PERSONNEL & POLICY COMMITTEE REPORT

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**Committee Members: Melanie Baumann, Angela Ricci, Theresa Savaria, and Trudi Ihme.**

The Personnel and Policy Committee continued to focus on understanding how the Autism Resource Centre's new mandate has changed some of the policies and procedures. The committee continued to focus their energy on updating current policies and procedures to reflect ARC's new structure and mandate.

In 2012-2013, the committee paid particular attention to the role of "policy" within a non-profit board. The desired role of the board is to establish the guiding principles and policies for the organization, to delegate responsibility and authority to those who are responsible for enacting the principles and policies, and to monitor compliance to those policies when necessary. The board wants to focus on top level policies and to oversee the purpose, plans, and policies of the overall organization. The Personnel and Policy Committee will work over the Spring and Summer of 2013 to review all the policies and procedures and ensure they are written to reflect these desired roles.

We would like to thank all of the ARC Board Members for their dedication to the policies and procedures that we continue to review and refine. It is a very challenging and time consuming task, but incredibly valuable as we move forward as an organization.

Respectfully submitted,  
*Melanie Baumann, Chairperson*

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### ARC Board of Directors 2012 - 2013

Angela Ricci, President  
Stephanie Casper, Vice-President  
Brian Lach, Secretary  
Heather Salloum, Strategic Planning  
Melanie Baumann, Personnel & Policy  
Anna Barone, Finance  
Didi Emokpare, Director  
Helen Neidzielski, Director

### ARC Staff

Theresa Savaria, Executive Director  
Trudi Ihme, Office Manager  
Rachelle Chartier, Developmental Consultant  
Katelyn Lee, Developmental Consultant  
Karli Masker, Developmental Consultant  
Connie Falconer, Community Relationship Coordinator

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## VISION and MISSION

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### ARC Vision

Adults with Autism Spectrum Disorders (ASD) realize their full potential as contributing citizens of Saskatchewan society.

All individuals with ASD, regardless of age, ability or economic status, have the opportunity to achieve a meaningful, independent and safe life to the greatest extent possible through access to appropriate public and community services, individual supports and learning programs.

### Mandate

ARC is a member-based not for profit, charitable organization. ARC's mandate is to work with volunteers, partners, stakeholders and the community to:

- Advocate for the needs of the ASD community within RQHR
- Deliver programs and service to individuals with ASD ages 19 - 35
- Provide support to adults with ASD and their families
- Design, implement and deliver the summer programs
- Generate funds to support the programs and services

We achieve our mandate by working in collaboration with governmental agencies and other service providers to provide a seamless, efficient and effective delivery model. While ARC may provide some services to individuals of all ages, our primary emphasis is adults.

ARC believes that each person with ASD has the capacity for growth and development. We seek to enable individuals with autism to realize their capacity to live independently and contribute to their community.

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# PROGRAMS

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## Programs

The main focus of our programs is the importance of teaching and providing opportunities for our clients to think and act independently. We want our clients to learn that independence is a crucial aspect of living their life to its fullest potential. In addition to independence, our programs also emphasize appropriate and functional work behaviors, vocational skills, life and social skills in a structured, nurturing environment.

Individuals who meet the following criteria:

- Aged 19-35
- Have an ASD diagnosis
- Are able to commit to attend scheduled ARC sessions

**Cooking Program:** The goal of this program is to increase independence therefore various areas are targeted. Clients will learn to follow recipes, work on concepts such as time-management, reading and measuring ingredients, complete vocational tasks involved in kitchen clean up and practice social skills with peers in a natural dining setting. This program is offered in the fall and winter and runs for 11-week sessions. We offer the program to adults with moderate to severe ASD who are assisted one-to-one with a cooking coach once a week. We also offer the program to high-functioning adults with ASD once a week.

**Social Drop-In:** ARC will provide a social drop-in night for adults with ASD to promote, encourage and develop appropriate social skills in a natural, fun and engaging environment. ARC's goal is to have clients socialize appropriately without the facilitation of ARC staff. Clients will meet new people, share and express interests and participate in social activities. Clients are invited to join us at ARC to engage in activities that will include video games, board games, art, music and movies. We will also participate in community activities such as bowling, swimming and mini golf. This program is offered once a week.

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## PROGRAMS

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**Practical Assessment Exploration System (PAES):** ARC chose this program as it is curriculum based and stresses hands-on vocational tasks. PAES also provides an assessment tool that allows clients to recognize their level of skills and interests. The tasks completed in PAES are replications of real-world job tasks. Clients explore and complete tasks in five different areas. These areas include Business/Marketing, Computer Technology, Construction/Industrial, Processing/Production and Consumer/Services. Clients attend for 11-week sessions.

**Criteria for acceptance:**

- Desire to work
- Knowledge of their ASD diagnosis
- Commitment to attend ARC designated sessions
- Signed consent or parent/guardian approval
- Ability to communicate verbally or using an augmentative communication tool

**Summer Program:** ARC offers a Summer Program to individuals with moderate to severe autism. The objective of the Summer Program is to provide a safe, structured, therapeutic, recreational program for children and youth diagnosed with ASD. One to one interventionists follow through with the participants' Individualized Program Plans and facilitate their involvement in program activities. The program is designed for individuals ages 7 and older and runs during the months of July and August.

**YMCA/ARC Inclusion Camp:** ARC has partnered with the Regina YMCA to offer an Inclusion Camp for individuals with High Functioning Autism and Asperger's Syndrome. Students in this program will take part in day camp activities, and learn new skills in a fun, recreational environment. The program challenges students through, swimming, outdoor activities, sports, leadership development skills and social skills. It allows participants to be intergrated within the larger YMCA day camp program. The program is designed for individuals ages 7 and older and runs the months of July and August.

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# AT THE HEART OF ARC







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## FINANCE COMMITTEE REPORT

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**Committee Members: Anna Barone, Angela Ricci, Theresa Savaria, and Trudi Ihme.**

The responsibility of this committee is to oversee the financial matters of the Autism Resource Centre with regular reviews and discussion to ensure that the mandates, programs and objectives are achievable and within budget.

This past year has been an extraordinary one for ARC – with so many positives! Some of the highlights include fantastic fundraising results with Get Active 4 Autism walk/run that took place in August, relocation in September to the current beautiful new larger premises and introduction of the PAES program.

The new premises now boasts a new “simulated” apartment, which was furnished entirely by donations in kind provided by several generous contributors. It was proudly shown off to the many guests that attended the Grand Opening held April 2<sup>nd</sup>.

It is a privilege to be part of this finance committee at a time of many successes. These successes would not be possible without the strong support and dedication of the individuals that work tirelessly to make the goals of ARC become reality. Many thanks to Theresa Savaria, Trudi Ihme and Angela Ricci for their direction, support and sound fiscal guidance provided to the Finance Committee.

Respectfully Submitted

***Anna Barone, Chairperson***

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## INDEPENDENT AUDITORS' REPORT

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I have audited the accompanying financial statements of Autism Resource Centre Inc., which comprise the statement of financial position as at March 31, 2013 and March 31, 2012, and the statements of operation and cumulative surplus and cash flow statement for the years 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.

### **Auditor's Responsibility**

My responsibility is to express an opinion on these financial statements based on my audits. I conducted my audits in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified audit opinion.

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## **INDEPENDENT AUDITORS' REPORT continued**

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### **Basis for qualified opinion**

In common with many non-profit organizations, Autism Resource Centre Inc. derives part of its revenue from the general public, the completeness and classification of which are not susceptible to satisfactory audit verification. Accordingly my verification of these transactions was limited to accounting for the amounts recorded in the records of the organization and I was not able to determine whether any adjustments might be necessary to the revenues, statement of operations, assets and net assets.

### **Qualified opinion**

In my opinion, except for the effects, if any, of the matter described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material respects, the financial position of Autism Resource Centre Inc. as at March 31, 2013 and March 31, 2012 and its financial performance and its cash flows for the years then ended in accordance with Canadian accounting standards for not-for-profit organizations.

**Regina, Saskatchewan**

**June 3, 2013**

**Marcia Herback**

**Chartered Accountant**

## STATEMENT OF FINANCIAL POSITION

### Statement of Financial Position as at March 31, 2013

Assets	Operating	Restricted	2013	2012
<b>Current assets</b>				
Cash	\$83,032	\$6,382	\$89,414	\$351,521
Accounts receivable	5,995	-	5,995	9,631
Due (to) from accounts	37,292	(37,292)	-	-
Prepaid expenses	31,690	-	31,690	12,311
Term deposits	-	348,249	348,249	346,587
	158,009	317,339	475,348	720,050
<b>Capital assets (Note 3)</b>	62,974	2,598	65,572	16,317
	<b>\$220,983</b>	<b>\$319,937</b>	<b>\$540,920</b>	<b>\$736,367</b>

### Liabilities and Net Assets

#### Current liabilities

Accounts payable	\$35,854	-	\$35,854	\$18,977
Deferred revenue (Note 4)	121,000	14,117	135,117	367,875
	<b>156,854</b>	<b>14,117</b>	<b>170,971</b>	<b>386,852</b>

#### Net Assets

General reserves	-	242,124	242,124	241,198
Salary reserve	-	40,000	40,000	40,000
Summer program reserve		21,098	21,098	43,485
Operating	1,155	-	1,155	8,515
Equity in capital assets	62,974	2,598	65,572	16,317
	64,129	305,820	369,949	349,515
	<b>\$220,983</b>	<b>\$319,937</b>	<b>\$540,920</b>	<b>\$736,367</b>

See accompanying notes

# OPERATIONS STATEMENT

## Statement of Operations For The Year Ended March 31, 2013

	Operating	Restricted	Total 2013	2013 Budget	Total 2012
<b>Revenue</b>					
RQ Health Region Grant	\$415,557	355,000	\$770,557	\$857,557	\$457,799
Donations	9,070	2,894	11,964	9,000	20,289
Memberships	3,495	3,500	6,995	3,700	7,835
Interest	6,449	-	6,449	3,000	3,710
Summer program registration fees	-	43,928	43,928	45,500	85,100
Grants for seasonal programs					
Student employment	-	-	-	-	7,000
Saskatchewan Lotteries	-	10,000	10,000	10,000	10,000
Community Initiatives	-	5,000	5,000	5,000	5,000
HRDC	-	5,246	5,246	5,000	5,037
Workshop revenue	-	150	150	-	88,100
Fundraising	56,041	32,023	88,064	54,500	76,410
Adult program registration fee	832	-	832	4,900	583
	<b>491,444</b>	<b>457,741</b>	<b>949,185</b>	<b>998,157</b>	<b>766,863</b>
<b>Expenses</b>					
Advertising	6,511	604	7,115	5,000	671
Audit	2,000	1,279	3,279	3,500	3,171
Employee benefits	55,199	31,744	86,943	89,048	53,646
Building occupancy	47,280	5,240	52,520	62,990	10,789
Equipment amortization	17,719	926	18,645	5,000	5,508
Interest and bank charges	442	3,055	3,497	3,500	2,130
Office expenses	22,960	9,428	32,388	34,100	25,601
Salaries	277,744	371,857	649,601	634,524	512,177
Staff development	2,430	24,265	26,695	32,000	7,960
Transportation	2,361	14,606	16,967	24,143	15,610
Meeting expense	3,233	245	3,478	6,500	3,163
Insurance	1,707	2,389	4,096	5,800	4,096
Resource material	1,316	-	1,316	40,500	665
Professional services	-	-	-	5,000	6,063
Programming expense	7,721	14,490	22,211	39,300	25,511
Research	-	-	-	-	9,560
Workshop expense	-	-	-	-	87,159
	<b>448,623</b>	<b>480,128</b>	<b>928,751</b>	<b>990,905</b>	<b>773,480</b>
<b>Excess (deficiency) of revenues over expenses</b>	<b>\$42,821</b>	<b>(22,387)</b>	<b>\$20,434</b>	<b>\$7,252</b>	<b>\$(6,617)</b>

See accompanying notes

## CHANGES IN NET ASSETS STATEMENT

### Statement of Changes In Net Assets For The Year Ended March 31, 2013

	Restricted			Equity in Capital Assets	Operating	2013 Total	2012 Total
	General Reserve	Salary Reserve	Summer Program Reserve				
<b>Balance, beginning of year</b>	<b>\$241,198</b>	<b>40,000</b>	<b>43,485</b>	<b>16,317</b>	<b>8,515</b>	<b>\$349,515</b>	<b>\$356,132</b>
Interfund transfers	22,387	-	(22,387)	67,900	(67,900)	-	-
Excess of revenues over expenses	(22,387)	-	-	-	42,821	20,434	(6,617)
Amortization	926	-	-	(18,645)	17,719	-	-
<b>Balance, end of year</b>	<b>\$242,124</b>	<b>40,000</b>	<b>21,098</b>	<b>65,572</b>	<b>1,155</b>	<b>\$369,949</b>	<b>\$349,515</b>

See accompanying notes

## CASH FLOW STATEMENT

### Statement of Cash Flow For The Year Ended March 31, 2013

	2013	2012
<b>Operating Activities</b>		
Excess of revenues over expenses	\$20,434	\$(6,617)
Items not involving an outlay (receipt) of cash	18,645	5,508
Amortization	39,079	(1,109)
Net changes in non-cash working capital balances		
Accounts receivable	3,636	(343)
Prepaid expenses	(19,379)	(6,925)
Accounts payable	16,877	9,437
Deferred revenue	(232,758)	162,099
<b>Cash provided by (used in) operating activities</b>	<b>(192,545)</b>	<b>163,159</b>
<b>Investing activities</b>		
Purchase of capital assets	(67,900)	(3,756)
<b>Cash used in investing activities</b>	<b>(67,900)</b>	<b>(3,756)</b>
<b>Increase (decrease) in cash</b>	<b>(260,445)</b>	<b>159,403</b>
<b>Cash position, beginning of year</b>	<b>698,108</b>	<b>538,705</b>
<b>Cash position, end of year</b>	<b>\$437,663</b>	<b>\$698,108</b>
<b>Cash consists of:</b>		
Cash	\$89,414	\$351,521
Term deposits	348,249	346,587
	<b>\$437,663</b>	<b>\$698,108</b>

See accompanying notes

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# FINANCIAL STATEMENT NOTES

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## Notes on Financial Statements - March 31, 2013

### 1. Status and nature of organization

The Autism Resource Centre Inc. (ARC) is a non-profit, community-based organization incorporated to serve persons with Autism Spectrum Disorder (ASD) and to support their families. Since 1977, the members of ARC have sought to achieve a meaningful and independent life for individuals with ASD through education, awareness, and programming.

The ARC is primarily funded by the Regina Qu'Appelle Health District and through various city, provincial, and federal grant initiatives as well as fund raised dollars. ARC is currently mandated to provide services in the Regina Qu'Appelle Health Region for persons 19 and older with ASD and summer programs.

ARC is a registered charity and is exempt from income taxes.

### 2. 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) Revenue Recognition

ARC 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 of the appropriate fund when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

#### (b) Fund Accounting

The accounts of ARC are maintained using fund accounting where internally (or externally) allocated amounts are reflected in a set of self-balancing funds. The major categories are:

##### General, Salary and Summer Program Reserves

Where ARC derives revenue from donations or fundraising activities, any residue at the end of each year is set aside in these reserves for spending at the discretion of the Board.

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## FINANCIAL STATEMENT NOTES continued

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### Equity in Capital Assets

This fund represents ARC's net investment in the capital assets.

### Operating

This fund reflects the day-to-day operations of ARC funded by the Regina Qu'Appelle Health Region.

### (c) Capital assets

Capital assets are recorded at cost. Capital assets are amortized following the straight-line method over their estimated useful lives indicated in Note 4. Full year amortization is claimed in the year of acquisition.

### (d) Contributed goods and services

Autism Resource Centre Inc. records contributed goods and services received during the year as revenue with an offsetting expenditure, when the fair values can be reasonably ascertained. It is important to recognize that this organization relies significantly on volunteer labour.

### (e) Financial instruments

The Autism Resource Centre Inc. initially measures its financial assets and financial liabilities at fair value. It subsequently measures all its financial assets and financial liabilities at amortized cost. Financial assets subsequently measured at amortized cost include cash, investments and accounts receivable. Financial liabilities subsequently measured at amortized cost include accounts payable.

### (f) Management estimates

The preparation of the financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amount of revenues and expenditures during the reporting period. By their nature, these estimates are subject to measurement uncertainty and the effect on the financial statements of changes in such estimates in future periods could be significant.

## NOTES ON FINANCIAL STATEMENT continued

### 3. Capital assets

	Cost	Accumulated Amortization	2013 Net Book Value	2012 Net Book Value	Rates
Office equipment	\$28,424	\$13,109	\$15,315	\$8,480	10yr.SL
Computer	33,305	19,135	14,170	4,313	5yr.SL
Computer-summer program	16,465	13,867	2,598	3,524	5yr.SL
Leasehold improvements	17,530	5,843	11,687	-	3yr.SL
Assessment Tool & Materials	27,253	5,451	21,802	-	5yr.SL
	<b>\$122,977</b>	<b>\$57,405</b>	<b>\$65,572</b>	<b>\$16,317</b>	

### 4. Deferred revenue

The following receipts have been deferred and will be recognized as revenue in the year the related program or event occurs.

	2013	2012
Operating grant	\$ 128,047	\$ 365,000
Program fees and donations	5,170	-
Membership fees	1,900	2,875
	<b>\$ 135,117</b>	<b>\$ 367,875</b>

### 5. Lease Commitment

ARC is committed to a three year property lease at 3633 Sherwood Drive that expires August 31, 2015. The lease requires monthly payments of \$5,733 plus GST.

### 6. Adoption of Canadian accounting standards for not-for-profit organizations

Effective April 1, 2012, the Organization adopted Canadian accounting standards for not-for-profit organizations. These are the Organization's first financial statements prepared in accordance with these accounting standards and the transitional provisions of Section 1501, First time adoption by not-for-profit organizations, have been applied. Section 1501 requires retrospective application of the accounting standards with certain elective exemptions and limited retrospective exceptions. The accounting policies set out in the significant accounting policy have been applied in preparing the financial statements for the year ended March 31, 2013 and the comparative information presented in these financial statements for March 31, 2012.

The Organization issued financial statements for the year ended March 31, 2012 using generally accepted accounting principles prescribed by the pre-changeover standards of the CICA Handbook - Accounting. The adoption of accounting standards for not-for-profit organizations had no impact on the previously reported



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## NOTES ON FINANCIAL STATEMENT continued

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assets, liabilities and surplus of the Organization and accordingly, no adjustments have been recorded in the comparative statements of financial position and the statements of operations and cumulative surplus. In addition, as no changes were required, an opening statement of financial position at April 1, 2011, the Organization's date of transition, has not been presented.

### 7. Financial instruments

Autism Resource Centre Inc. is exposed to various risks through its financial instruments. The following analysis provides a measure of the Organization's exposure and concentrations at March 31, 2013:

#### Credit risk

Credit risk arises from the potential that a party may default on their financial obligations, or if there is a concentration of financial obligations which have similar economic characteristics that could be similarly affected by changes in economic conditions, such that the Organization could incur a financial loss. The Organization is exposed to credit risk with respect to cash and accounts receivable. The Organization manages its credit risk by placing cash and investments with major financial institutions. Credit risk for accounts receivable is managed by the credit quality and diverse debtor base and creating an allowance for bad debts where applicable. There has been no change from credit risk exposure from 2012.

#### Liquidity risk

Liquidity risk is the risk that the Organization may not be able to meet a demand for cash or fund its obligations as they come due or not being able to liquidate assets in a timely manner at a reasonable price. The Organization is exposed to liquidity risk with respect to its accounts payable but manages its liquidity risk by holding assets that can be readily converted into cash. There has been no change from liquidity risk exposure from 2012.

#### Interest rate risk

Interest rate risk is a type of market risk that refers to the risk that the fair value of financial instruments or future cash flows associated with the instruments will fluctuate due to changes in market interest rates. The Organization is exposed to interest rate risk with respect to its cash its effect on interest income. Fluctuations in interest rates do not have a significant effect on cash due to the fact that interest income is not a major percentage of total revenue. There has been no change from interest risk exposure from 2012.

### 8. Comparative figures

Certain figures have been reclassified to conform with the current year's presentation.

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# ACKNOWLEDGEMENTS

## *Thank you to our Supporters*

- Bill DeRosier, Principal and Darcy McKeown, Vice-Principal of Sheldon Williams Collegiate, where the ARC offices were located until Sept. 2012
- Sheldon Williams Collegiate staff for their collaboration and accommodation of ARC and our Cooking and Vocational Programs
- John Dzy and Ken Daly of Sunset Enterprise Ltd for all their support at our new location 3663 Sherwood Dr.
- Glenna Curry and her staff at Child & Youth Services, RQHR
- Donna Upshall and Autism Centre Staff
- Above and Beyond Autism Consulting Services (ABACS)
- Our two 2012 summer program hosts – Curtis Horn Christian School, St. Martin de Porres Parish and staff
- YMCA and staff for the YMCA/ARC Inclusion Camp partnership
- Val Sluth and the staff at Praxis Analytics
- Regina Catholic School Board and staff
- Regina Public School Board and staff
- Saskatchewan Abilities Council - Partners in Employment and staff
- April Predinchuk and Avery Altose founders of the Get Active 4 Autism Walk
- Solvera Solutions and employees who volunteered on the Get Active 4 Autism Walk/Run organizing committee
- To all the volunteers of the 2012 Get Active 4 Autism Walk/Run
- Cognitive Disability Strategy
- Friends of ARC – Dance Blast organizing committee
- Friends of ARC – ARC Apartment volunteer work crew
- CTV Regina

## *Thank you to our Vocational Placement Partners*

- Bayer CropScience Inc.
- Brown Communications Group
- Cleanbrite Canada Ltd.
- DSA Media
- Great West Life Assurance Company
- Office of the Premier
- Sasktel Pioneers – Regina Council
- Tim Hortons, Rochdale location and staff

## *Thank you to our 2012-2013 Grant Providers*

- Regina Qu'Appelle Health Region
- Canada Summer Jobs Grant for Human Resources Development
- Saskatchewan Lotteries Community Grant
- Community Initiatives Fund Grant
- Canadian National Autism Foundation

## *Thank you to our Donors for 2012-2013*

- Aquarius Plumbing & Heating Ltd.
- Builders Choice Products Ltd.
- Canadian Progress Club - Regina Centre
- Canadian Progress Club - Regina Assiniboine Chapter
- CAA Sask
- Delta Regina
- Essence Day Spa
- Klein's Electric Inc.
- Potash Corporation of Saskatchewan
- Salesforce.com Foundation Matching Gift
- To donors of Gifts in Kind for fundraising events, ARC Centre and the apartment
- To donors who designate ARC through the United Way Campaigns
- To donors who donate through the Change It program
- To the families who have requested ARC be the recipient of memorial donations in memory of a loved one
- To the many people who donated to ARC on an individual basis

## *Thank you to our "Get Active 4 Autism" Event:*

### **Title Sponsor**

- Solvera Solutions

### **Diamond Sponsors**

- Air Canada Foundation
- Aquarius Plumbing & Heating Ltd.
- Farm Credit Canada
- Rawlco Broadcasting
- SGI

### **Gold Sponsors**

- Leader Post
- Print-It Centres/Signature Graphics
- Running Room

### **Silver, Bronze and Prize Sponsors**

## *Thank you to the "Dance Blast" Sponsors*

- Parkland Carpet One, Title Sponsor
- Mosaic
- Rawlco Broadcasting
- To our silent auction and raffle prize donors

## *Thank you to our Grand Opening Sponsors*

- Hybrid Construction
- Ultimate Bath Systems
- Indulgence Fine Foods and Catering
- Print-It Centres/Signature Graphics

## *Thank you to our New Centre Sponsors*

- Lifestyle Cabinetry
- Farm Credit Canada
- Brandsource Kozan Home Furnishing
- Sasktel and Sasktel Tel Care
- Uponsor





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If you have any questions or comments regarding ARC programs and services,  
please call, write or email any of the ARC staff.

If you are interested in information about Autism Spectrum Disorder  
or wish to make a financial contribution to support ARC please visit our website.