

# **The Elizabeth Fry Society of Manitoba Inc.**



**Annual Report**

**2012 - 2013**



# The Elizabeth Fry Society of Manitoba Inc.



## Annual General Meeting 2012/2013 November 21, 2013 6:00 – 7:00 pm

### Agenda

1. Welcome
2. Call to Order
3. Prayer
4. Staff, Board and Volunteer Introductions
5. Approval of AGM Minutes November 21, 2012 (2011/2012 Fiscal Year) Page 15
6. Board Slate 2013 -2014 Page 16
7. Recognition of Service to past Board members  
(re: Marlyn Bennett, Angela Beaton, Susan Mulligan)
8. President and Executive Director's Report Page 17
9. Treasurer's Report Page 18
  - Financial Statements April 1, 2012 - March 31, 2013 Page 21
  - Appointment of Auditors 2013/2014
10. Agency Update & New Business
11. Concluding Remarks and Adjournment



## The Elizabeth Fry Society of Manitoba Inc.

*“When Thee builds a prison, Thee had better build with the thought ever in Thy mind that Thee and Thy children may occupy the cell.”*

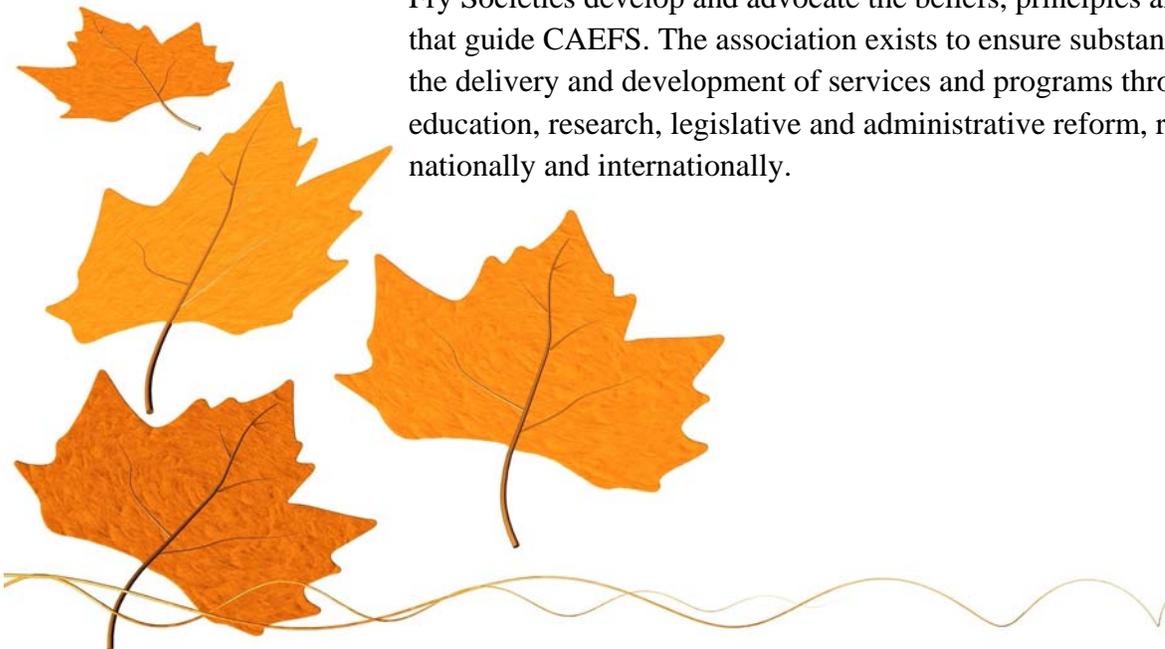
*~ Elizabeth Fry, 1780-1845*

### **EFSM Mission**

*To empower, provide support, advocacy and guidance to women who are involved in the criminal justice system*

### **Canadian Association of Elizabeth Fry Societies (CAEFS) Mission**

CAEFS is an association of self-governing, community-based Elizabeth Fry Societies that work with and for women and girls in the justice system, particularly those who are, or may be, criminalized. Together, Elizabeth Fry Societies develop and advocate the beliefs, principles and positions that guide CAEFS. The association exists to ensure substantive equality in the delivery and development of services and programs through public education, research, legislative and administrative reform, regionally, nationally and internationally.



## **EFSM...**

Specifically focuses on women who are or have been involved with the legal system. We also provide services to women interested in returning to Manitoba or relocating to the province of Manitoba upon their release.

### **THE FIVE E's of EFSM**

#### ***EMPOWERMENT***

We have empathy for and honour the dignity and capacity of every woman to grow and change.

#### ***EQUITY***

We advocate for women's rights as human rights.

#### ***ENLIGHTEN***

We will educate women, the community, and ourselves on the criminalization of women.

#### ***ETHICAL***

We will be accountable to all stakeholders and the women we serve.

#### ***EVOLVE***

We will promote systemic change for the betterment of women.

#### **According to the Canadian Association of Elizabeth Fry Societies:**

*We aim to increase the availability of community-based, publicly funded, social service, health and educational resources available for marginalized, victimized, criminalized and imprisoned women.*

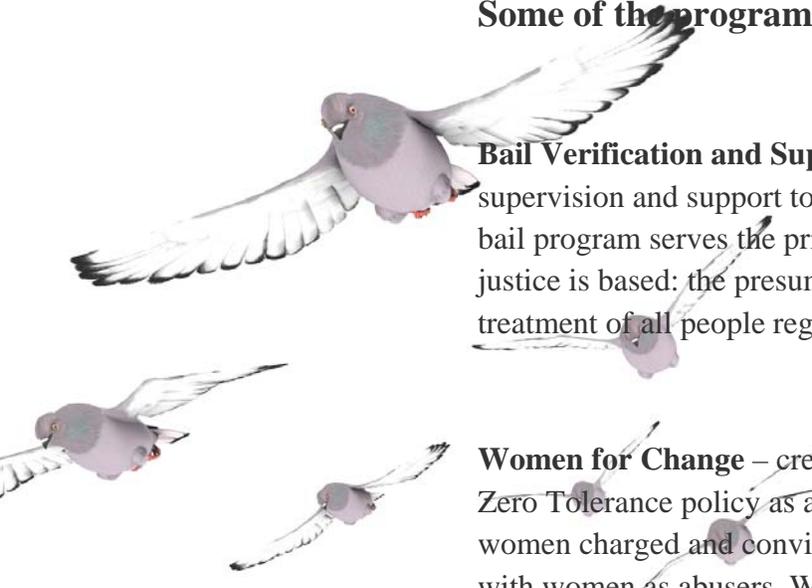


## **Enhancing the Self-Worth of Women in the Criminal Legal System**

The Elizabeth Fry Society of Manitoba Inc was established as an independent non-profit organization in 1983 to address the unique needs of women and female youth in the provincial and federal justice systems.

We provide advocacy, access to resources, and support to families of women who are in conflict with the law. Some of the issues our clientele struggle to overcome are addiction, poverty, mental health issues, marginalization, racism, long-term effects of residential schools, and other forms of discrimination.

### **Some of the programs and resources we offer include:**



**Bail Verification and Supervision Program** – provides community supervision and support to women who are charged with offences. The bail program serves the principles upon which our democratic system of justice is based: the presumption of innocence and the fair and equitable treatment of all people regardless of social or economic background.

**Women for Change** – created in response to the Manitoba Government's Zero Tolerance policy as a means of dealing with rise in numbers of women charged and convicted of domestic violence. The program deals with women as abusers. Women are given the tools and knowledge to cope with their anger in a positive, non-violent manner. It's a 10 week program running three times a year: fall, winter, and spring. The program looks at the cycle of violence, safety plans, anger management techniques, human emotion, the socialization of men and women, and the impact of violence on children.

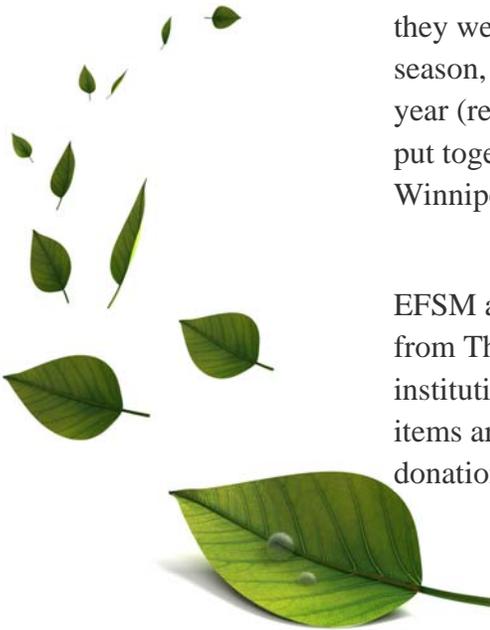
**STOPlifting** – for women who have or had committed shoplifting, fraud and other breach of trust offences in Winnipeg. The project works to reduce the risk of recidivism and promote a healthier lifestyle through individual and group support programming and community accountability; to ensure women and girls learn and practice new methods of dealing with their shoplifting, fraud, and breach of trust offences in a safe and non-judgmental environment.

**Transitional Housing** – offers a supportive living arrangement for four to six women by bridging the gap between homelessness and independent living. EFSM offers women a chance for successful reintegration, an opportunity to work on education, employment literacy, health and other identified objectives, as well as access to services. The above are done in an environment that nurtures the women’s individuality and potential for success.

**Reading Stories Project** - The purpose of this project is to give women an opportunity to connect with their children through reading fictional stories using their voice. These readings are recorded and a copy of the recording and story book are sent to the mother’s child.

**Clothing Depot** – Often, women who are incarcerated at The Winnipeg Remand Centre or Women's Correctional Centre have only the clothing they were wearing at the time of arrest. If there has been a change of season, the clothing the women have can be inappropriate for that time of year (re: summer clothing in winter). Because of this, release packages are put together for women who have recently been released from the Winnipeg Remand Centre, provincial, and/or federal institutions.

EFSM assists women with very practical needs when they are released from The Winnipeg Remand Centre, provincial, and/or federal institutions. Clothing, hygiene products (if available), and a few household items are provided on an ad-hoc basis. The items, obtained through donations, are given to the women without any fees attached.



## **PROGRAM HIGHLIGHTS**

### **Community Outreach/Volunteer Coordinator – Kendra Monk/Danielle Sullivan/Mandi Gray**

The Community Outreach/Volunteer Coordinator position provides incarcerated women with access to services and resources as well as to women who have dealt with their charges and are living in the community. EFSM does this by providing resource information and peer support. This support is vital as it increases the likelihood of a healthy and positive transition back into the community. Some of the services include, but are not limited to, food bank appointments, shelter information, education and employment supports, parenting and addiction programs, etc, and access to “Elizabeth’s Essentials” (Clothing and Household Items Depot).

This position is also responsible for recruiting and organizing EFSM volunteers. Volunteers provide assistance both in and outside the organization. A variety of volunteer roles exist, for example: Elizabeth Essentials assistant, administration duties, general office cleaning, assistance with community events, co-facilitation of EFSM programming, and running a variety of programs in the Winnipeg Remand Centre.

#### **Services for Women who are incarcerated**

- Prepare and send packages of clothing to women incarcerated at the Winnipeg Remand Centre (WRC), Portage Correctional Centre (PCC), Women’s Correctional Centre (WCC), Okimaw Ochi Healing Lodge (OOHL), Edmonton Institute for Women (EIFW), and to women in PsychHealth Centre PX3 Forensic Psychiatry Unit (PX3) at The Health Sciences Centre.
- Support and access resources for women who are incarcerated at WRC, PCC, WCC, OOHL, EIFW, Regional Psychiatric Centre (RPC), and to women in PX3 and Selkirk Mental Health Centre (SMHC).
- A literacy development group and one-on-one GED tutoring are each offered once a week to the women in the WRC. Extra worksheets are delivered to the women who request to have extra material to work on throughout the week.
- In partnership with both the Winnipeg Foundation and Families & Communities Together (FACT), the Recording Stories Project -“Tell me a Story” is offered, as needed, in WRC. This Project gives women an opportunity to connect with their children through fictional stories using their voice.
- The Women’s Books for Prisoners Project is offered on an ongoing basis to women in all correctional centres across Manitoba and PX3.

- A weekly Anger Management group is offered in WRC. It is an open group where women focus on a different theme related to anger and related emotions. The Anger Management group in WRC also offers support and introduction for women who would like to register for the Anger Management at EFSM upon release.

### **Services for Women in the Community**

- One on one support for women in need and who are in conflict with the law.
- Support and assist women with finding resources and programs, such as food banks, shelters, education and employment supports, parenting and addictions supports, etc.
- Access to “Elizabeth’s Essentials” (Clothing and Household Items Depot).
- Access to hygiene products and condoms.
- EFSM is a Fine Option/Community Service Order Program Work Centre participating organization.

EFSM networks with partner and neighbouring organizations, committees and groups, with Manitoba Justice as a focus. Promotional material is often distributed to partner and neighbouring agencies, which allows for many women to request and access services.

### **Volunteer Program....where would we be without you?**

- Volunteers help organize and maintain “Elizabeth’s Essentials”, sort through donations, assist in selecting clothing for the women, and help prepare Care Packages for the holidays, such as Christmas and Mother’s Day, and Release Packages to women coming out of incarceration.
- Volunteers provide office support at EFSM, which include a variety of receptionist and cleaning duties.
- Volunteers assist in maintaining connection and relationships in the community by being involved in community events, such as National Aboriginal Day, Picnic in the Park, Lighting Up The Avenue, and so on.
- Volunteers facilitate a weekly literacy and GED programs in WRC. “Tell me a Story” is also offered weekly in WRC by volunteers.
- Volunteers have also worked with women at EFSM who were involved in the GED tutoring program in WRC and who are now in the community and would like to continue program involvement.
- Volunteers assist in facilitating Anger Management and STOPlifting groups at EFSM.

The volunteer program has grown. Several women expressed an interest in volunteering with EFSM in all program capacities such as co-facilitating community-based programs and literacy programs, office support; in the Community Outreach Program, the Provincial Reintegration Coordinator and Bail Supervision and Verification Program.

Volunteers are the backbone of the Elizabeth Fry Society of Manitoba. From our Board members to those who assist us in the office, we appreciate your dedication, time and effort. You are much appreciated by the staff of EFSM and make a difference in the lives our women.

Megwetch

Thank-you

**List of Volunteers, April 2012 –March 2013**

- |                      |                     |                        |
|----------------------|---------------------|------------------------|
| 1. Jen Arnold        | 19. Wanda Funk      | 37. Amanda             |
| 2. Jeremy Babcock    | 20. Kelly Sullivan  | Fridfinnson            |
| 3. Ashleigh Bunting  | 21. Caroline Tess   | 38. Jesslyn Best       |
| 4. Maria Cabas       | 22. Carrie Boles    | 39. Kara Truelove      |
| 5. Delaney Coelho    | 23. Becky Verrill   | 40. Jen Janssens       |
| 6. Julia Davison     | 24. Theresa Cannon  | 41. Ryan Catte         |
| 7. Darlene Dominique | 25. Stephanie Chan  | 42. Sean Bartlette     |
| 8. Ciji Khan         | 26. Miranda Grayson | 43. Gloria Moodrey     |
| 9. Kelli Klotz       | 27. Kristin Kersey  | 44. Vicki Anderson     |
| 10. Megan Koswin     | 28. Tiffany Monkman | 45. Paige Wojtyla      |
| 11. Amara LeClair    | 29. Alyssa Mymko    | 46. Jackie Collins     |
| 12. Karen Mackintosh | 30. Jess Naggy      | 47. Christina Blancard |
| 13. Lise Marriott    | 31. Candace Olson   | 48. Ekaterina          |
| 14. Marni Martin     | 32. Dayna Quea-Guzi | Romanyuk               |
| 15. Danielle Otto    | 33. Mandi Gray      | 49. Leonie Ekwalak     |
| 16. Jill Patterson   | 34. Chelsea Grove   | 50. Catherine Laki     |
| 17. Sarah Small      | 35. Heather Bristow | 51. Maureen Mason      |
| 18. Christina        | 36. Serena Hickes   | 52. Sarah Faria        |
| Stevenson            |                     |                        |

### **Volunteers make the difference!**

#### **This is a total of the hours volunteered from March 2012 – March 2013**

- 200 hours – prep for and facilitating the Recording Stories program in Winnipeg Remand Centre and Women’s Correctional Centre; editing recordings, burning recordings to CDs, and mailing books/CDs to women’s children
- 330 hours – prep for and facilitating the Tutoring programs at Winnipeg Remand Centre, Women’s Correctional Centre, and in-house at 544 Selkirk Avenue
- 194 hours – volunteer facilitating and co-facilitating Women for Change programming in Winnipeg Remand Centre, and in our centre at 544 Selkirk Avenue
- 52 hours – prep for and facilitating the Literacy program at the Winnipeg Remand Centre
- 110 hours – running the Court Support program
- 1100 hours – contributing to a variety of office work, including Fine Option/Community Service volunteers, volunteers in the EIA Program, and practicum students.
- 100 hours – planning, prep, and participation of EFSM special events
- 75 hours – prep for and facilitating the StopLifting program at 544 Selkirk Avenue

This all equals a grand total of....

2161 hours spent volunteering for the Elizabeth Fry Society of Manitoba! Wow!

Thank you volunteers! We truly could not function without all of your support.

#### **List of Businesses Who Donated, March 2012 – March 2013**

- The Body Shop (St. Vital)
- The Body Shop (Kildonan Place)
- The Body Shop (Polo Park)
- Ricki’s Clothing Store (Portage Place)
- The Delta Hotel
- Siloam Mission
- Marriagi’s Hotel
- Holiday Inn Winnipeg South
- Northern Reflections Clothing Store
- Costa Blanca Clothing Store
- Costco (Regent)
- Costco (Kenaston & McGillivray)
- Thyme Maternity (Polo Park)
- Lighthouse Mission
- SERC

## **Provincial Reintegration Report**

The role of the Provincial Reintegration Worker is to provide in-person support, pre-release and follow-up services. This position also provides advocacy to remanded and sentenced women incarcerated at the Winnipeg Remand Centre, Portage Correctional Centre, and the new Women's Correctional Centre. Women are able to contact the Provincial Reintegration Worker through inmate/offender request forms as well as the toll free line for these services.

Women returning to the community from incarceration have priority with assistance and support services, however, incarcerated and community women can also access these services. Empowering the women through our services helps them begin their healing journey.

**Winnipeg Remand Centre:** EFSM attends the WRC on a weekly basis. The women are divided into three units A, B, and the Temporary Female Unit (TFU). During our weekly access, we do activities on self esteem, cultural history, release planning, and assistance is provided with completing application forms for housing and treatment. This gives us an opportunity to familiarize ourselves with the women prior to their release and discuss additional services and resources.

**Women's Correctional Centre (Headingley):** EFSM also attends WCC twice monthly. We are able to meet with the women and develop a pre-release work plan. This gives us an opportunity to develop relationships with the women so that they may become more comfortable with EFSM staff before they are released. We assist the women with making their initial contact with

Employment and Income Assistance (EIA), accessing the EFSM clothing depot, and advocate for visits with their children and contacting other community agencies. Most importantly, we attempt to assist women with becoming connected with positive social networks and help them develop positive personal resources. We advocate on their behalf with EIA, CFS, probation officers, lawyers, and the Crown.

**Community Women:** As women are released from the provincial institutions, we continue to work with them in the community. We do things such as picking the women up from the bus depot after being released from the Women's Correctional Centre and arranging EIA appointments and Winnipeg Harvest appointments. We also provide transportation to and from probation appointments, court appearances, and other programs in the community. We work with the women and their CFS workers and other social service agencies to help them with their re-integration into the community.

## **Transitional Housing**

EFSM has two, two bedroom units on the second floor of our office. These provide women who are released from provincial and federal institutions with transitional housing. The purpose of these units is to offer safe, temporary emergency housing, as well as to connect women with support services, resources, and assist in recovery and reintegration.

The tenants can reside in transitional housing for a period of up to six months. Throughout this time, we work with the women to find permanent, safe, and secure housing. We also provide community and incarcerated women with low-income housing applications for other housing organizations and advocate for safe housing on their behalf.

While living in our units, the women have a chance to participate in programs on and off site such as:

- Women for Change (Anger Management)
- STOPlifting Program
- Literacy Programs
- Support with access to food

The women who stay in the transitional housing units have the opportunity to receive individualized support to help each of them deal with her particular issues. We encourage each woman to develop the skills to live a safe and healthy life for themselves and their families.

Finding housing continues to be a challenge because of the shortage of safe housing and the long waiting list for low income housing.

## **Bail Verification and Supervision Program – Len Duchon, Jo-Anne Pelletier, Connie Spence**

The Elizabeth Fry Society of Manitoba Inc. initiated a Bail Verification and Supervision Program to provide community supervision and support to women who are charged with criminal offences. This program officially became operational on June 1st of 2009. The goals of the program are multi-faceted and continue to focus on reducing the number of women in remand detention, educating them on their legal rights and obligations, promoting a healthier lifestyle, and connecting women to the appropriate community resources. Such resources include, but are not necessarily limited to, employment and income assistance, education, legal aid, housing, debt counseling, substance abuse treatment programs, as well as personal growth or development counseling.

The specific functions of the Bail Supervision Program include personal interviews with the women while they are in remand custody in order to facilitate a viable release plan. This often requires the verification of an identified surety because many women do not have the personal finances to meet this type of financial obligation. Other parameters of our program require that the women have a verifiable address within Winnipeg, that the person(s) they will reside with are not victims, co-accused, or witnesses in the pending offences, and that there is a telephone landline installed at their residence. When a bail verification and supervision court report is to be completed, the bail verification and supervision workers include personal or phone contact with collaterals in the community such as family members, friends, or workers/counselors from a community agency who have some personal knowledge of the women. The type of information gathered reflects the current pending offences, criminal history, family background, education/employment history, as well as potential impediments to success such as alcohol/drug related issues. All of this information is compiled in the above noted written document and is distributed only to the presiding judge at the bail hearing, the women's defense counsel, and the assigned crown attorney. These bail verification and supervision reports also contain a release plan with specific conditions related to residence, treatment programs that must be attended, no contact orders that may be applicable, and any other condition that may be deemed necessary to assist the women in successfully completing their Order of Recognizance. Each bail hearing is attended by the assigned bail staff if available (or alternate staff) in order to provide a supportive resource, but also in case the court requires clarification or other specific information that may not be contained in the court document. It should be noted at this time that the EFSM Bail Program has been granted limited access to the offender profiles currently available only to the Department of Justice. These profiles have provided some valuable information in the preparation of the above mentioned court reports as well addressing the issue of safety for our bail workers when they are out daily in the community and/or conducting in-person curfew checks in the evening.

Once released to the community, the women are required to report regularly in person at which time their compliance with the release conditions is verified (as best as possible), and they are counseled with respect to any urgent specific issues that they may present and to which the assigned bail worker is able to respond. All bail orders have a curfew condition and all curfew checks are done in person on a random basis. There have also been additional curfew checks by phone where necessary. In several instances to date, the curfews have been of an “absolute” nature which restricts the women’s movements outside the home unless they are in the company of Elizabeth Fry staff or a designated volunteer, or for a specific designated purpose such as a medical emergency. This has impacted greatly on the time required of staff to provide such escorts and frequently these have had to occur without much prior notice. During both office and phone contacts the release plan is addressed, referrals are made to the appropriate community resource as necessary, and definite appointment dates are set when possible. In the majority of cases the women are accompanied to these appointments; both as a supportive function and to clarify any information that the collateral agency may require. In instances where women have been in violation of recognizance conditions, the Winnipeg Police Service has been contacted as per program protocol dependent on whether the woman’s whereabouts is known or unknown. If the woman’s current location is known a phone call is made to the Winnipeg Police Service and the arrest can be practically immediate depending on the availability of a cruiser. But, if the whereabouts are unknown a breach request is submitted in writing and a warrant is issued.

The following data reflects our women’s’ status in the Bail Program for the period from April 1, 2012 to March 31, 2013 (cumulative totals are in parentheses) and speaks to the continuing value and success of the program:

Referrals to Bail Program	206 (718)
Number of bail reports completed	22 (174)
Number of women granted bail	8 (89)
Number of women denied bail	4 (37)

The court has continued to support the release of women to our Bail Program and several judges have specifically mentioned at the bail hearings that such a release would not have been considered without the support of the program. The implication is that there is continued judicial confidence in the program and this is further verified by the positive verbal comments also issued by crown attorneys and defense counsel in the presence of our bail workers. The fact that four women have been denied bail within the past year, in spite of EFSM’s willingness to accept them into the program, is not viewed as a negative reflection of the program. As all of the presiding judges involved in these particulars cases had noted, these women did not meet the criteria that the court must utilize to determine eligibility for Judicial Interim Release.

Specifically, these criteria include ensuring the appearance of the person at court, the potential risk to the public, and maintaining public confidence in the administration of justice.

To date there continues to be a significantly high number of referrals to resources dealing with emotional or addictive issues. This speaks to the predominant initial needs of the women in the program and is reflected in the referrals to substance abuse programs and counseling resources, as well as to EFSM's internal programs such as Women for Change, Stoplifting, and Kickin' Addictions. In addition, the high number of women referred to social assistance and housing resources continues to foster the beginnings of independent living.

The program also continues to receive frequent referrals on women with pronounced mental health issues. The charges they are facing are too serious to allow them to qualify for the previously established Mental Health Court. Our program has already learned from experience that the appropriate mental health professionals/agencies need to be in place before a release to our program in order for the women to have a better chance for success. This includes an attending psychiatrist, prescribed medications, a mental health worker, and an appropriate community placement that is both supportive and supervised. Unfortunately, this has not always occurred. However, our program is continuing to liaison with these various resources towards this goal.

Staff changes have again occurred within the past year. Kevin Johnson's employment at EFSM terminated effective mid-November 2012 and that position was eventually filled by Connie Spence in January 2013. These aforementioned staff changes resulted in the necessary time required to bulletin for the position, screen the applicants, conduct interviews, train the successful candidate, and then await the new staff gaining clearance to access the two correctional institutions.



## The Elizabeth Fry Society of Manitoba Inc.

### The Elizabeth Fry Society of Manitoba – Annual General Meeting Minutes

Date: November 21, 2012  
 Place: 544 Selkirk Avenue  
 Time: 6:00 pm

Attendance		Attending	Regrets	Absent
President	Marlyn Bennett		x	
Vice President	Vacant	-	-	-
Treasurer	Katherine Breward	x		
Secretary	Angela Beaton	x		
Executive Director	Tracy Booth	x		
Board Member	Carla D'Andreamatteo		x	
Board Member	Brenda Fontaine	x		
Auditor			x	

1. Welcome.
2. Call AGM to order at 6:18pm.
3. Prayer led by Tracy Booth.
4. Introduction of staff, volunteers and Board members.
5. Approval of 2011 AGM minutes. Motioned/seconded by Angela/Brenda. Carried.
6. Slate of 2012-13 Board members reviewed.
7. Recognition of service to Board Members: Dan Furland, Cheryl Stapleton and Susan Mulligan.
8. President's report read by Katherine Breward.
9. Executive Director's Report read by Tracy Booth.
10. Treasurer's Report read by Katherine Breward.
  - Appointment of 2012-13 Auditor (Ryan Marshall). Motioned/seconded by Katherine/Brenda. Carried.
11. Agency update:
  - Proceeding with a social enterprise.
  - Pursuing funding for a financial literacy program.
  - 30<sup>th</sup> Anniversary planning in progress, including archival information and interviews with original EFSM board members to be posted on website. Location of formal event TBD.
12. Concluding remarks.
13. Adjourned at 6:48 pm. Motioned/seconded by Angela/Brenda.



**Elizabeth Fry Society of Manitoba Inc.**  
**2013/2014 Slate Board of Directors**

The Elizabeth Fry Society of Manitoba Inc. Board of Directors wishes to announce the 2012 - 2013 Board Slate:

**Returning Board Members**

Acting President: Wahlea (Cheryl) Croxen - Board Member since November 21, 2012

Treasurer: Katherine Breward – Board member since June 19, 2012

Brenda Fontaine-Board Member since October 16, 2008

Carla D'Andreamatteo, Board Member since November 18, 2010

**Incoming Board Members**

T.B.A.

**Departing Board Members**

Marlyn Bennett

Angela Beaton



**Wahlea Croxen, MSW  
ACTING-PRESIDENT**



**Tracy Booth, MSW  
EXECUTIVE DIRECTOR**

## Greetings

We thank our supporters, in carrying out this important and often invisible work and we encourage you to have conversations with other caring people about the Elizabeth Fry Society of Manitoba and the resilient and courageous women with whom we work.

We saw the opening of Headingley Women Correctional Centre and it quickly reached capacity and now we see women sharing four beds to one cell.

We continue to find that woman experience increased levels of incarceration and women who are incarcerated have past and current experiences of sexual and physical violence, live in poverty and face many challenges they must overcome. Women who are incarcerated are increasingly racialized; over 84% women in custody are Aboriginal with a majority being First Nations.

We thank our funders, who without you we would not exist for their ongoing and continued support.

We also thank Marlyn Bennett for her leadership as President of the Board of the Elizabeth Fry Society of Manitoba for the past two years.



## **TREASURER'S REPORT - Katherine Breward, MBA, PhD**

The board is pleased to present the financial statements for the year that ended March 31, 2013. It was a challenging year and our expenditures exceeded our revenues by \$19,349, signaling a deficiency in operational funding. Our circumstances have changed since last year, when there was an excess of revenue over expenses of \$7,077. The difference is largely due to cost of living increases mandated by our union agreement. Unfortunately these annual changes are not reflected in our year over year funding levels.

Our efforts to increase resource availability continue unabated. In March we presented data to the Minister of Justice supporting the return on investment associated with funding our programs. Our presentation was well received. We also made good progress in realizing our long term fundraising goals. Personal donations almost doubled this year and a generous grant from Families & Communities Together (F.A.C.T.) permitted us to expand on an existing program, Read Me a Story. It is a popular program that the women incarcerated in the Winnipeg Remand Centre request on a regular basis. This program allows women to maintain contact with their children by recording the woman reading a children's story book and then the book and recording are forwarded the woman's child(ren).

The fundraising committee is also continuing to develop other events to keep the positive momentum going in the next fiscal year.

We are particularly excited by a recent grant for \$134,542.00 from the City of Winnipeg via the Government of Canada, Homlessness Partnering Strategy which will be used to improve upon and expand our onsite housing for women transitioning out of the criminal justice system. The board would like to applaud our Executive Director and staff for their dedication and commitment in recognizing and pursuing such relevant funding opportunities. Their efforts in this area, combined with staff members on-going diligence in cost containment, make all the difference in our challenging economic environment.

We would like to thank our funders, without whom none of our work would be possible. They include the United Way Winnipeg, the Province of Manitoba - Department of Justice, the Government of Canada, the Winnipeg Foundation, Families and Communities Together (FACT), the Canadian Association of Elizabeth Fry Societies (CAEFS), the Manitoba Community Services Council (MCSC), the Winnipeg Regional Health Authority (WRHA), Home Depot, and the Jewish Foundation.



We look forward to continuing to serve our community in 2014.

## **Special Thanks and Acknowledgements**

### **Our Funders**

**United Way of Winnipeg**

**Government of Manitoba – Department of Justice**

**Canadian Association of Elizabeth Fry Societies (CAEFS)**

**The Winnipeg Foundation**

**Government of Canada – Correctional Service of Canada**

**Home Depot Canada**

**Families & Communities Together (FACT)**

**Manitoba Community Services Council**





**For all those who have died  
while incarcerated, we  
extend our condolences to  
your families and friends.**

**THE ELIZABETH FRY SOCIETY OF MANITOBA INC.**

Financial Statements  
March 31, 2013 and 2012



**THE ELIZABETH FRY SOCIETY OF MANITOBA INC.****INDEX**

MARCH 31, 2013 and 2012

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## INDEPENDENT AUDITORS' REPORT

To the Board of Directors of  
The Elizabeth Fry Society of Manitoba Inc.

I have audited the accompanying financial statements of **THE ELIZABETH FRY SOCIETY OF MANITOBA INC.**, which comprise the statement of financial position as at March 31, 2013 and March 31, 2012, and the statement of operations, statement of changes in net assets and statement of cash flows for the years ended March 31, 2013 and March 31, 2012, 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.

### *Auditors' Responsibility*

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit 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 from 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 audit opinion.

Cont'd...

*Opinion*

In my opinion, the financial statements present fairly, in all material respects, the financial position of **THE ELIZABETH FRY SOCIETY OF MANITOBA INC.** as at March 31, 2013 and March 31, 2012 and the results of its operations and its cash flows for the years ended March 31, 2013 and March 31, 2012 in accordance with Canadian accounting standards for not-for-profit organizations.

*R Marshall CA INC.*

**November 18, 2013**  
**Winnipeg, Manitoba**

**THE ELIZABETH FRY SOCIETY OF MANITOBA INC.**

*STATEMENT OF FINANCIAL POSITION*

**March 31st**

**2013**

**2012**

**A S S E T S**

**CURRENT:**

Cash (note 3)	\$ 63,143	\$ 72,979
Accounts receivable, <i>net of allowance</i>	34,934	30,421
Prepaid expenses	<u>4,709</u>	<u>3,020</u>
	\$ <u>102,786</u>	\$ <u>106,420</u>

**CAPITAL ASSETS**

	<u>416,707</u>	<u>416,707</u>
	\$ <u>519,493</u>	\$ <u>523,127</u>

**L I A B I L I T I E S**

**CURRENT:**

Accounts payable and accrued liabilities	\$ 42,222	\$ 35,274
Deferred revenue (note 4)	5,824	12,213
Funds held in trust (note 5)	69,394	52,462
Current portion of long term debt (note 6)	<u>2,223</u>	<u>1,576</u>
	\$ <u>119,663</u>	\$ <u>101,525</u>

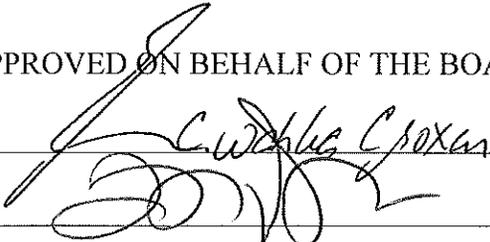
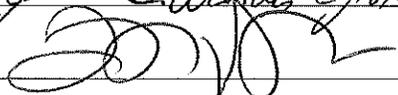
**LONG TERM DEBT (note 6)**

	<u>32,608</u>	<u>35,031</u>
	\$ <u>152,271</u>	\$ <u>136,556</u>

**N E T A S S E T S**

<b>NET ASSETS INVESTED IN CAPITAL ASSETS</b>	\$ 381,876	\$ 380,100
<b>UNRESTRICTED NET ASSETS</b>	<u>(14,654)</u>	<u>6,471</u>
	\$ <u>367,222</u>	\$ <u>386,571</u>
	\$ <u>517,493</u>	\$ <u>523,127</u>

APPROVED ON BEHALF OF THE BOARD:

 Director  
 Director

*The accompanying notes are an integral part of this Statement*

Ryan J. Marshall, Chartered Accountant Inc.

**THE ELIZABETH FRY SOCIETY OF MANITOBA INC.**

**STATEMENT OF OPERATIONS**

**Years Ended March 31st**

	<u>2013</u>	<u>2012</u>
<b>REVENUE:</b>		
Grants		
United Way of Winnipeg <i>(note 8)</i>	\$ 145,713	\$ 145,656
Province of Manitoba <i>(note 8)</i>		
Justice	233,951	226,956
Government of Canada	1,648	27,072
Winnipeg Foundation	11,150	1,100
The Canadian Association of Elizabeth Fry Societies	10,895	10,707
Jewish Foundation of Manitoba	-	1,949
Other	14,209	9,827
Donations	4,765	4,263
Fundraising	2,103	1,088
Rental – Transitional Housing Units	7,518	6,290
Miscellaneous	<u>173</u>	<u>302</u>
	\$ <u>432,125</u>	\$ <u>435,210</u>
 <b>EXPENSES:</b>		
Administration - Travel	\$ 17,808	\$ 19,235
Administration - Office	26,990	26,630
Administration – Program delivery	23,574	23,022
Building – Repairs and maintenance	9,461	6,590
Building – Occupancy costs	16,043	20,320
Program delivery	15,113	11,221
Salary and benefits	<u>342,485</u>	<u>321,115</u>
	\$ <u>451,474</u>	\$ <u>428,133</u>
 <b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES FOR THE YEAR</b>	 <u>\$ (19,349)</u>	 <u>\$ 7,077</u>

*The accompanying notes are an integral part of this Statement*

Ryan J. Marshall, Chartered Accountant Inc.

**THE ELIZABETH FRY SOCIETY OF MANITOBA INC.**

*STATEMENT OF CHANGES IN NET ASSETS*

Years Ended March 31st

	<b>Net Assets Invested in Capital <u>Assets</u></b>	<b>Unrestricted Net <u>Assets</u></b>	<b>Total <u>2013</u></b>	<b>Total <u>2012</u></b>
NET ASSETS, beginning of year	\$ 380,100	\$ 6,471	\$ 386,571	\$ 379,494
Excess (deficiency) of revenue over expenses for the year, <i>page 5</i>	<u>1,776</u>	<u>(21,125)</u>	<u>(19,349)</u>	<u>7,077</u>
NET ASSETS, end of year	<u>\$ 381,876</u>	<u>\$ (14,654)</u>	<u>\$ 367,222</u>	<u>\$ 386,571</u>

*The accompanying notes are an integral part of this Statement*

Ryan J. Marshall, Chartered Accountant Inc.

**THE ELIZABETH FRY SOCIETY OF MANITOBA INC.**

***STATEMENT OF CASH FLOWS***

**Years Ended March 31st**

	<u>2013</u>	<u>2012</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Excess (deficiency) of revenue over expenses for the year (page 5)	\$ (19,349)	\$ 7,077
<b>Net changes in working capital balances</b>		
Accounts receivable	(4,513)	(26,722)
Prepaid expenses	(1,689)	623
Accounts payable and accrued liabilities	6,948	9,007
Deferred revenue	(6,389)	6,145
Funds held in trust	<u>16,932</u>	<u>52,462</u>
	<u>\$ (8,060)</u>	<u>\$ 48,592</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
Long term debt	<u>\$ (1,776)</u>	<u>\$ (1,383)</u>
<b>INCREASE (DECREASE) IN CASH, during the year</b>	\$ (9,836)	\$ 47,209
<b>CASH, beginning of year</b>	<u>72,979</u>	<u>25,770</u>
<b>CASH, end of year</b>	<u>\$ 63,143</u>	<u>\$ 72,979</u>

*The accompanying notes are an integral part of this Statement*

Ryan J. Marshall, Chartered Accountant Inc.

**THE ELIZABETH FRY SOCIETY OF MANITOBA INC.****NOTES TO FINANCIAL STATEMENTS****March 31, 2013 and 2012****1. PURPOSE OF ORGANIZATION**

The Elizabeth Fry Society of Manitoba Inc. is a registered charitable entity organized to operate a community based agency and was incorporated without share capital under the laws of the Province of Manitoba. As a registered charity, the organization is exempt from corporate income tax under Section 149 of the Income Tax Act.

The society is operated with a view to empower, provide support, advocacy and guidance to women who are involved in the legal system.

**2. SIGNIFICANT ACCOUNTING POLICIES**

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

**Fund Accounting:**

The *Unrestricted Net Assets* reports the revenues and expenses related to program delivery and administrative activities.

The *Net Assets Invested in Capital Assets* reports the asset and liabilities related to the organization's capital assets.

**Revenue Recognition:**

All revenue is recognized in the year it is received or receivable if the amount can be reasonably estimated and collection is reasonably assured.

**Amortization:**

The society does not record amortization on its capital assets.

**Contributed Services:**

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

**Accounts Receivable:**

Accounts receivable are net of allowance for doubtful accounts.

cont'd...

## 2. SIGNIFICANT ACCOUNTING POLICIES, continued

### **Use of Estimates in the Preparation of Financial Statements:**

Preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations require management to make estimates and assumptions about future events that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ significantly from those estimates.

### **Financial Instruments:**

It is management's opinion that the Society is not exposed to significant credit, currency, interest, liquidity, market or other price 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 Society is exposed to less than significant credit risk.

Currency risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate due to changes in foreign currency rates. The Society is not exposed to currency risk as all transactions occur in Canadian currency.

Interest rate risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate due to changes in market interest rates. The Society is exposed to less than significant interest rate risk.

Liquidity risk is the risk that the Society will encounter difficulty in meeting obligations associated with financial liabilities. The Society has maintained positive working capital that minimizes its exposure to liquidity risk.

Market risk and other price risk are the risks that the fair value of future cash flows of a financial instrument will fluctuate due to changes in market prices. The Society is not exposed to market risk as it has no material assets exposed to market fluctuations.

Management believes these risks are manageable and do not represent a threat to the Society's ability to continue as a going concern.

## 3. BANK INDEBTEDNESS

The organization has a line of credit agreement in an amount up to \$25,000 bearing interest at 6.50%. The line of credit is due on demand and is secured by a general security agreement covering all assets of the organization. Line of credit being utilized at March 31<sup>st</sup> is \$ nil (2012 - \$ nil).

**4. DEFERRED REVENUE**

Deferred revenue relates to grants received and not utilized in full as of the year end date and consist of the following:

	<u>2013</u>	<u>2012</u>
Winnipeg Regional Health Authority	\$ 1,824	\$ 1,824
The Canadian Association of Elizabeth Fry Societies	1,000	977
Home Depot	3,000	-
Manitoba Community Services Council	-	9,214
Families and Communities Together	-	198
	<u>\$ 5,824</u>	<u>\$ 12,213</u>

**5. FUND HELD IN TRUST**

The funds held in trust are for the operations of the Prairie Advocacy Regional Program – The Canadian Association of Elizabeth Fry Societies. They are dispersed as required to each region upon approval by the board. The regions involved are Calgary, Edmonton, Manitoba and Saskatchewan.

	<u>2013</u>	<u>2012</u>
The Canadian Association of Elizabeth Fry Societies	<u>\$ 69,394</u>	<u>\$ 52,462</u>

**6. LONG TERM DEBT**

	<u>2013</u>	<u>2012</u>
Mortgage payable to North Winnipeg Credit Union, bearing interest at 5.29% and is repayable in monthly payments of \$278 principal and interest, secured by land and building (first charge).	\$ 34,831	\$ 36,607
Less: current portion	<u>2,223</u>	<u>1,576</u>
	<u>\$ 32,608</u>	<u>\$ 35,031</u>

Principal payments over the next three years are as follows:

2014	\$ 2,223
2015	\$ 2,319
2016	\$ 2,199

**7. COMMITMENTS**

The Elizabeth Fry Society of Manitoba Inc. is committed under a lease for a photocopier which extends into the 2015 fiscal year end. The estimated lease payments in each of the next two years are as follows:

2014	\$ 1,449
2015	\$ 1,207

**8. ECONOMIC DEPENDENCE**

The society is economically dependent on the United Way of Winnipeg and the Province of Manitoba to fund operations through grants.