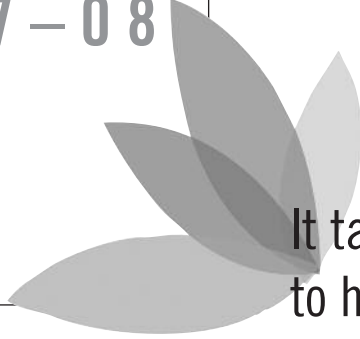




# ANNUAL REPORT

07 – 08



It takes courage  
to have hope.

Louise E. Johnson

Change...  
*One step at a time...*



# WHO WE ARE. WHAT WE DO



## Who was Elizabeth Fry?

Elizabeth Fry was a British Quaker who worked to improve conditions for women incarcerated in poorhouses in England in the early 1800s. Early in 1813, Elizabeth Fry visited the women's section of Newgate Prison in London for the first time, and was shocked by the appalling conditions in which the female prisoners and their children were kept.

Fry's first innovation was the establishment of a school for the children of the prisoners. She and her lady-collaborators then introduced a system of classification of the prisoners, prison dress, constant supervision by a matron and monitors (chosen from among the prisoners), religious and elementary education, and paid employment. The result was a remarkable transformation of the daily life, the outward appearance, and the conduct of the prisoners.

To give the work a more permanent basis, in April 1817 the Ladies' Association for the Reformation of the Female Prisoners in Newgate was founded, which extended in 1821 into the British Ladies' Society for Promoting the Reformation of Female Prisoners. This appears to have been the first nationwide women's organization in Britain.

Inspired by her efforts, and encouraged by the Archambault Report which stressed the benefits of visiting people in prison, in 1951, five volunteers from the University Women's Club of Ottawa began to visit women incarcerated in the Ottawa Jail.

From these early beginnings, the Elizabeth Fry Society of Ottawa has grown, with the continuing assistance of funds from individuals and the United Way, as well as federal, provincial, and regional governments.

Since 1951, the Elizabeth Fry Society of Ottawa has been providing confidential programs to women and young women who are, or may become, criminalized. We are a community-based, not-for-profit agency helping women and their families make changes...one step at a time.

## We offer:

- Transitional housing for women at J.F. Norwood House
- Support, advocacy, court accompaniment and information to women during the court process, including domestic violence cases
- The diversionary-based Community Justice Program for eligible adults charged with minor offences
- Individual and group counselling
- Crisis intervention
- Anger solutions programming for women and youth
- Theft prevention programming for women, men and youth
- Housing support and eviction prevention
- Community reintegration planning and programs at the Ottawa-Carleton Detention Centre
- Support services to provincially and federally incarcerated women
- Outreach support, group programs and referrals for sex-trade workers
- Programs and services for young women and their families
- Support for mothers and their children, in partnership with other community agencies
- Public education and research
- Advocacy initiatives with provincial and national Elizabeth Fry Societies
- Volunteer-based programs, including court support and prison visitation



# BOARD OF DIRECTORS

## EXECUTIVE

Betti-Jo Ruston *President*  
Jennifer Kilty *Vice-President*  
Cathy Lewis *Treasurer (to August 2008)*  
Bethany Tory *Past-President and Treasurer (from August 2008)*  
Jody Brian *Secretary*

## DIRECTORS

Cat Baron  
Karen Jones (to March 2008)  
Diana Majury  
Suzanne Werhar-Seebach  
Glynis Ellerington  
Kimberly Lavoie  
James McCaffrey (to May 2008)



## STAFF OF THE ELIZABETH FRY SOCIETY OF OTTAWA

### Operations and Programs

Col Colleen Whiteduck, Executive Director \*  
Bryonie Baxter, Executive Director \*\*  
Kate Wolff, Administrative Assistant \*  
Svetlana Delic, Manager of Community Programming  
Tania Hasbani, Community Justice Worker/Case Manager  
Chantal Jodoin, Community Reintegration Worker  
Deborah Kaulback, Manager of Youth Programming/Youth Counsellor  
Carla Lam, Youth Reintegration Counsellor \*  
Kay Rawson, Volunteer Coordinator  
Colleen Handy, Manager of Residential Services \*\*  
Vanessa Robinson, Manager of Residential Services \*  
Rebecca White, Theft Prevention for Women Program Facilitator  
Natalie Marchenko, Theft Prevention for Women Program Facilitator \*  
Meghan Simmons, Anger Program Coordinator/Crisis Counsellor  
Jina Rodas-Wright, Sex Trade Outreach Worker/Housing Worker (Mat leave)  
Sadie Litchfield, Sex Trade Outreach Worker/Housing Worker \*  
Jacqueline Davis, Community Counsellor  
John Szegner, Theft Prevention for Men Program Facilitator  
Sarah Davis, Youth Reintegration Worker/Outreach Worker  
Kerry Walsh, Executive Assistant \*\*  
Tara McWhinney, Office Administrator/Public Education Worker  
Ashley Augstman\*

\* Left during 2007/2008

\*\* Began after March 31, 2008

### JF Norwood House

Charrie Monette, *Full-time*  
Nadine Stasko, *Full-time*  
Sarah Davis, *Full-time* \*  
Sarah Quintal, *Part-time*  
Janet McDonald, *Part-time*  
Patricia Seguin, *Part-time*  
Darlene Simard, *Relief* \*  
Joy Morgan, *Relief* \*  
Alison Telford, *Relief*  
Bailey Reid, *Relief*  
Bola Osakwe, *Relief*  
Gloria Bedard, *Relief* \*  
Diane Ethier, *Relief*  
Ashley Gaskell, *Relief*  
Asrin Jawaheri, *Relief* \*\*  
Tara Foget, *Relief* \*\*  
Brittany Williams, *Relief* \*\*  
Jennifer Connolly-Mulligan, *Relief* \*\*



## **SPECIAL ACKNOWLEDGEMENT TO OUR SPONSORS, FINANCIAL SUPPORTERS AND IN-KIND CONTRIBUTORS:**



- City of Ottawa Community Funding
- City of Ottawa Housing Branch-Housing Partnership Initiatives
- Community Foundation of Ottawa
- Correctional Services Canada
- MetLife Alumni Association
- Ministry of Community Safety and Correctional Services
- United Way/Centraide Ottawa
- Ministry of the Attorney General
- Ministry of Children and Youth Services
- Ottawa Hospital Mobile Crisis Team
- Children's Aid Society
- Boys and Girls Club
- Rideauwood Addiction and Family Services
- Ottawa Food Bank

*...and special thanks to all others who have generously supported the Elizabeth Fry Society of Ottawa throughout the years, including Sophie Steadman Educational Funds and Marjorie Grey.*

## **A HEARTFELT THANK YOU TO OUR ELIZABETH FRY SOCIETY OF OTTAWA VOLUNTEERS:**

Bethany Armstrong  
 Charmaine Atrooshi  
 Laura Aylsworth  
 Megan Backus  
 Judit Bansagi  
 Ashley Barber  
 Laura Boisvert  
 Dayna Bouchey  
 Lori Brooks  
 Linda Burdon  
 Cheryl Cohen  
 Danette Countryman  
 Kim Cyr  
 Julie Davis  
 Lisha Digioecchine

Crystal Dorion  
 Jasna Drnda  
 Amanda Dugas  
 Ashley Edwards  
 Bethan Elliott  
 Ann Flindall  
 Ashley Foster  
 Tania Garcia  
 Jade Gardener  
 Desneiges Gauthier  
 Mylaine Gauvreau  
 Carolyn Gerbac  
 Rouhangiz  
 Golmohammadian  
 Lyndra Griffith

Leslie Helmus  
 Karine Henry  
 Ruth Hirshberg  
 Nikki Hofstetter  
 Erin Holmes  
 Megan Jamieson  
 Jessica Karam  
 Stephanie King  
 Ruchie Kumar-Tyagi  
 Marie-Eve Lacombe  
 Sylvianne Laferrriere  
 Tina Lauzon  
 Famia Lawluvi  
 Erin Lawrence  
 Stephanie Leger

Elissa Leng  
 Caitlin Long  
 Deepali Lugani  
 Lauren Mintoff  
 Rebecca Orsini  
 Leanne Peterkin  
 Jen Pierce  
 Valerie Quintal  
 Rebecca Ratayczak  
 Camilla Rivas  
 Dorothy Rogers  
 Samantha Scidmore  
 Amanda Shultze  
 Jessica Skinner  
 Donna Slaney

Lianne Slaughter  
 Sylvia Smith  
 Erin Stafford  
 Sheila Steeves  
 Nadya Stewart  
 Amanda Stuart  
 Rouzann Tatevossian  
 Prabhadi  
 Thanabalasingam  
 Josette Vermette  
 Nicole Welts  
 Alice Wong

# MESSAGES FROM...



**BETTI-JO**

## **OUR PRESIDENT**

In the words of Marian Wright Edelman, *"We must not, in trying to think about how we can make a big difference, ignore the small daily differences we can make which, over time, add up to big differences that we often cannot foresee."* Although many people may have differing ideas of what the Elizabeth Fry Society of Ottawa contributes to our community, there is no mistake that for our clients and their families, we are working on a daily basis to make a difference in their lives and in the community in which we live.

This past year has been one of steady growth and natural transition within the agency. Building on the work undertaken over the past two years by our Board of Directors, Executive Director and staff, the organization now has a solid foundation to allow it to move forward. We have spent a considerable amount of time defining our strategic plan for the coming years. Understanding the evergreen nature of strategic plans, as an organization the process has allowed us to focus not only on the successes of today, but to look to the years ahead and imagine the organization that we want to be. As our vision indicates:

The Elizabeth Fry Society of Ottawa is a leader in social equity and a voice for social change. We provide comprehensive and holistic programming and are accountable to clients, funders, members and the greater community.

Over the coming year, the organization will begin the process of implementing our strategic plan. None of the areas outlined in the strategic plan are new for the organization, but rather, we are continuing to build on the high quality programming and services that our clients and the community have come to expect from us.

As we look ahead with excitement to the work ahead, it is important to recognize the contributions of the women that have allowed us to get this far. During the past two years, Colleen Whiteduck served as the Executive Director of the Elizabeth Fry Society of Ottawa. Her leadership within the organization and her voice in the community left an indelible imprint. Our capacity to enhance our operations is a consequence of her hard work. We welcomed Bryonie Baxter as Executive Director in July 2008 and look forward to working with her in the years to come. As well, I would be remiss if I did not extend sincere thanks to Sue Pihlainen from Youth Services Bureau, who kindly agreed to serve as Acting Executive Director as we undertook our hiring process.

During my years with the Elizabeth Fry Society, I have been honoured by the compassion and dedication of the staff and volunteers to the clients that we serve. On our Board of Directors, there has been one woman whose unwavering commitment to the mission and history of the Elizabeth Fry Society of Ottawa, but moreover, her compassion and dedication to E Fry's clients, stands above the rest. Kimberly Lavoie, who has been a part of our organization for the past ten years, is retiring from the Board of Directors. The agency owes her a debt of gratitude for all her work over the years, most recently as Chair of the Human Resources Committee, and her voice will certainly be missed around the Board table.

I am routinely asked why I volunteer for the Elizabeth Fry Society of Ottawa. In previous years, I indicated that the work at E Fry allowed me to become part of the community – something important for someone new to the Ottawa area. Now I can't imagine my life without it. My time with the Elizabeth Fry Society of Ottawa has rewarded me in more ways than I could have ever have imagined. It has introduced me to some of the most dedicated, compassionate and intelligent women that I have ever met. It is in partnership with these women that I look ahead with great enthusiasm and excitement to the year ahead.

Betti-Jo Ruston  
President, Elizabeth Fry Society of Ottawa



**BRYONIE**

## **OUR EXECUTIVE DIRECTOR**

An annual report is an opportunity for an organization to remind itself of what we have achieved and what is still to be achieved in the years ahead. Perhaps the best way to begin that process is a reflection on what life would be like for our clients should Elizabeth Fry Society of Ottawa not exist.

For the residents of JF Norwood House, life might certainly be more challenging. Without J.F. Norwood House to come to, many of our clients would not have been released from custody as other shelters cannot offer the supervision we offer to satisfy conditions of parole. Others with no homes to go to would find themselves released from custody only to be back on the streets to the same conditions that led to their criminalized behaviour. Clients who utilize our three mental health crisis beds would find themselves without a place to turn to during their darkest times. Women would find themselves without the support, counselling, community service links, advocacy and friendship that they experience when they come to our residence.

Our Community Program clients would be bereft of services such as anger management counselling, housing support, relapse prevention programming for those struggling with addictions, and sex trade worker support services. In addition, without our Community Justice program many more clients would find themselves in custodial sentences for offences better served by the diversion programs we offer.

And our youth clients would find themselves without the support, counselling, outreach and care they receive to help them change the trajectory their lives are currently on to move to a place of safety and community reintegration.

We provide more than just a number of valuable services. We provide a listening ear to those who feel unheard, a watchful and neutral eye on the criminal justice system and an understanding heart to the circumstances that contribute to the criminalization of our clients. We also provide welcoming arms to those who have no where else to turn and tireless feet in the march toward social justice.

I am new to Elizabeth Fry Society of Ottawa. My learning curve has been less a curve than a vertical incline. Regardless of the setbacks and changes we experience from time to time as an organization, the pulse of Elizabeth Fry is stronger than ever and our passion for the work we do unwavering.

It is for this reason that I extend my deepest appreciation to our funders without whom the scenarios that open this message might be reality. I would like to take this opportunity to name and thank the following agencies for their continued financial support: The Ministry of the Attorney General, Correctional Services Canada, The Ministry of Community Safety and Correctional Services, The City of Ottawa, The



Ministry of Children and Youth Services, The United Way, The Community Foundation – Collective Kitchen, The Ottawa Hospital Mobile Crisis Team, The Children’s Aid Society, The Boys and Girls Club of Ottawa, Rideauwood Addiction and Family Services and to our members ... thank you.

To our many volunteers who dedicate hours of their time, energy and passion to helping us provide the services we do, including court support services, administrative services and visiting women in custody, thank you. Please know that your services do not go unnoticed and we are immensely grateful for all that you do.



To the Staff and Board of Elizabeth Fry Society of Ottawa. The human resources of any organization are what makes the difference between success and failure. I am blessed to work with an incredible group of people who go above and beyond in demonstrating every day their commitment to the organization and to helping our clients make positive changes in their lives. I am also blessed in working with a board of indefatigable warriors in the fight for social justice who, like the battery bunny, just keep going and going. You inspire, motivate and energize me in my work. Thank you all.

And finally, to our clients. Your determination, your strength in the face of adversity, your willingness to accept the changes you need to make and reinvent your lives – in short, your stories – are also inspirational. We wish you every success in your endeavours. We believe in you. We will help you shine a light on the darkest corners so you can move boldly forward to a new tomorrow.

I leave you with the words of Harriet Beecher Stowe: “Never give up, for that is just the place and time that the tide will turn.”

Bryonie Baxter

Executive Director

# COMMUNITY PROGRAMS AND SERVICES 2008/2009



## **COUNSELLING AND PUBLIC EDUCATION**

*Funded by United Way/Centraide and the City of Ottawa*

Our Community Counselling Program provides assistance to women and young women in the form of casework counselling, support groups, crisis counselling, legal and justice service information, advocacy, life skills, referrals and support. There are two structured programs offered to women in conflict with the law: Anger Management (8-week program) and Theft Prevention (6-week program). In addition, we provide support groups as needed. Referrals to our services are made by the criminal justice system, social workers, social assistance workers, lawyers, medical professionals and self and community-referrals. We continue to use a more integrated case-management approach in all of our services.

Our Public Education Program informs the community about unique gender-specific issues and realities regarding women's criminal behaviour and involvement with the criminal justice system. We promote this program through participation in community information events, college and university information seminars, and public speaking engagements as requested.



## **OUTREACH SERVICES – HOOKED UP AND GATEWAY**

*Funded by United Way/Centraide*

**Hooked Up** is a support program run by the Elizabeth Fry Society that offers non-judgmental support to adult women and female youth who are, or who have been, involved in the sex-trade industry. This program is delivered by an Elizabeth Fry Society Outreach Worker in partnership with St. Joe's Women's Centre, and includes day and evening street outreach, an after-hours crisis line, one-on-one support, and an evening support group.

**Gateway** is the official follow-up program to The Salvation Army's 3-day Sex-Trade Education Program. Gateway offers a series of support groups to women and transgendered individuals, who have current or past involvement in the sex-trade industry. The program is delivered in a safe, nurturing environment, and includes healthy meals, peer-mentoring, guest speakers, resource-sharing, and access to essential goods such as food and clothing. Participants discuss subjects such as boundaries, street safety, housing retention and eviction prevention, healthy sexuality, prostitution, addictions, safe sex, employment, self-awareness, self-esteem, community resources, bad date lists, and safety planning.



## **COMMUNITY JUSTICE PROGRAM**

*Founded by Ministry of the Attorney General*

The Community Justice Program, which began in March of 2007, is an alternative to prosecution for eligible individuals 18 years of age or older with no prior (or limited prior) involvement in the adult court system, who have been charged with minor criminal offences. Eligible individuals are referred to the Community Justice Worker who will complete an assessment of the individual and discuss the sanction(s) to be imposed with the participant, and the time limit for completion of the agreed-upon sanction(s). Sanctions may include: attending a program or seminar, restitution, an apology letter, community service or a charitable donation. Using community-based sanctions is an effective way of holding individuals accountable for minor offences. By successfully completing their sanction(s), individuals can have their charge(s) withdrawn by the Court. Between March 1, 2007 and April 31, 2008, 347 individuals participated in this program.



## **COMMUNITY JUSTICE INITIATIVES PROGRAMS**

*Funded by the Ministry of the Attorney General*

In an effort to offer community-based programming to the participants in the Community Justice Program, the Elizabeth Fry Society of Ottawa received funding from the Ministry of the Attorney General to deliver Community Justice Initiative Programs in the areas of Substance Use/Abuse for Women (this funding ended in March of 2008), Theft Prevention for Women and Men, and Anger Management for Women. Depending on the needs of the individuals, they either attend a 3-hour seminar or a 4-week program. Between March 1, 2007 to April 30, 2008, 167 individuals participated in these programs.



## **HOUSING RETENTION AND EVICTION PREVENTION**

*Funded by the City of Ottawa, under the Supportive Community Partnership Initiative of Human Resources and Social Development Canada*



Our Housing Support Worker assists women with housing-related issues and provides services to women residing at the Ottawa-Carleton Detention Centre in preparation for their release. Support is also available to women residing in the community who require temporary shelter or permanent housing, as well as those residing in our residence, J.F. Norwood House. The Housing Support Worker offers information and education on the rights and responsibilities of both landlords and tenants, and assistance with landlord-tenant disputes and other eviction-related issues.



## **YOUTH SERVICES**

*Funded by the United Way/Centraide, the Ottawa Youth Diversion Program, the Children's Aid Society of Ottawa, and the Ministry of Children and Youth Services*

The Elizabeth Fry Society of Ottawa serves at-risk young women between the ages of 12 and 18 through holistic, gender-specific programming. Youth counsellors work with each client to develop an individualized plan that can target short- and long-term goals. Referrals come from the Criminal Youth Justice System, the Child Welfare System, Ottawa school boards, community agencies, and through self-referrals.

Once referred, young women can access a number of Elizabeth Fry Youth Services. Assertive Communication and Conflict Resolution programs, individual counselling, Love Yourself Love Life Group, Theft Prevention, Healthy Choices and family counselling are among the programs offered.

Community based services, which address the needs of young women at risk of sexual exploitation and violence include weekly Street Outreach, the STRENGTH Group, which is offered in partnership with Operation Go Home, and Simply Me which is offered at the Young Women's Shelter.

## **YOUTH REINTEGRATION WORKER**

*Funded by the Ministry of Children and Youth Services*

The Youth Reintegration Worker supports young women who are being held in custody or detention at Talitha House and the Sundance Correctional Facility in Kingston, and helps them reintegrate back into the Ottawa community. Each young woman has the option of receiving support prior to, during, and after their time in custody.

## **THE OTTAWA COMMUNITY YOUTH DIVERSION PROGRAM**

*Funded by the Boys and Girls Club of Ottawa*



The Youth Diversion Program refers young women diverted from court through Extra Judicial Measures and Extra Judicial Sanctions for specialized programs and services. Counselling targets the underlying issues and strengthens the youth's capacity to meet their needs without coming into conflict with the law.



## **AWOL PROGRAM**

*Funded by the Children's Aid Society of Ottawa*

Through their AWOL Program, the Children's Aid Society of Ottawa contracts services from the Elizabeth Fry Society of Ottawa for young women whom they have identified as being in high need of individualized counselling and support.

Services are also available for parents. This includes our Parents of Teen Girls Support Group, individual or family counseling, and our Take Care Be Aware Program that is targeted at parents of teens who are at risk of sexual exploitation.



## **VOLUNTEER INITIATIVES**

*Funded by the United Way/Centraide*

Over 100 volunteers provide services to women at the Courthouse, the Ottawa-Carleton Detention Centre, and J.F. Norwood House, as well as to young women through Youth Mentoring and Youth Outreach. Volunteers also assist with research, administration and funding requests, and help facilitate group-run sessions.

As the Elizabeth Fry Society of Ottawa prepares for another successful year, we have plans to introduce more volunteer initiatives to ensure we can continue to provide much-needed programming and services to women and young women in the Ottawa area.

Our thanks to all of our dedicated volunteers, who give so freely of their time and energy to support our agency, and who help further our mandate and philosophy.



## **J.F. NORWOOD HOUSE**

J.F. Norwood House is a transitional housing program offering a supportive living environment for women. The purpose of the program is to help facilitate successful reintegration into the community by offering a safe and encouraging environment, where women can focus on education, employment and access to other Elizabeth Fry and wider community supports. At present, J.F. Norwood House has a total of eleven beds and can accommodate mothers with their children when circumstances allow. Three of the beds are now dedicated to serve clients from the Ottawa Hospital who are referred by the Mobile Crisis Team. The women are provided a safe place to rest for several days until they are ready to return to their everyday lives with new resources and support.

As the house is staffed 24 hours per day, women can access well-trained and caring staff members for support at any time. Providing resources, acting as advocates and helping women through their challenges while empowering them to achieve their goals are all part of the role of staff. The number of staff increased in the last year, which has translated into better support and more programming for the women in the house.





One of the new programs being started is the Brightening Lives program offered by the Ottawa Humane Society. They have partnered with J.F. Norwood House and will be coming once per month with a team of women, three dogs and one cat to visit the women in the house. Other programs being offered are health workshops by a community health nurse, crafting with a staff from Minwaashin lodge, and a 'collective kitchen' where women learn to cook a healthy meal and then share it together.

Our thanks go out to the Food Bank for its immense assistance to the house with their weekly provision of food that is divided equally among the women. Also, this program would not be as successful without the help of all the staff, generous volunteers, eager students and our funders.



The creation of a thousand forests is in one acorn.

Ralph Waldo Emerson

Change...  
*One step at a time...*



**THE ELIZABETH FRY SOCIETY OF OTTAWA**

FINANCIAL STATEMENTS

MARCH 31, 2008

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# Watson Folkins Corey LLP

Chartered Accountants  
70 Gloucester Street, Suite 106  
Ottawa, Ontario K2P 0A2

Phone: (613) 244-6090  
Fax: (613) 562-4666  
www.wfc-ottawa.ca

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## AUDITORS' REPORT

To the Members of  
**The Elizabeth Fry Society of Ottawa**

We have audited the balance sheet of The Elizabeth Fry Society of Ottawa as at March 31, 2008 and the statements of changes in net assets and revenue and expenses for the year then ended. These financial statements are the responsibility of the Society's management. Our responsibility is to express an opinion on these financial statements based on our audit.

Except as explained in the following paragraph, we conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In common with similar organizations, the Society derives revenue from contributions to fundraising campaigns, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of this revenue was limited to amounts recorded in the records of the organization and we were not able to determine whether any adjustments might be necessary to donation or fundraising revenues, excess of revenues over expenses, assets and net assets.

In our opinion, except for the effect of adjustments, if any, which we might have determined to be necessary had we been able to satisfy ourselves concerning the completeness of the revenue referred to in the preceding paragraph, these financial statements present fairly, in all material respects, the financial position of the Society as at March 31, 2008 and the results of its operations for the year then ended in accordance with Canadian generally accepted accounting principles.

The comparative figures were reported on by another firm of chartered accountants.

*Watson Folkins Corey LLP*

**WATSON FOLKINS COREY LLP**  
Licensed Public Accountants

Ottawa, Ontario  
July 22, 2008

# THE ELIZABETH FRY SOCIETY OF OTTAWA

## STATEMENT OF FINANCIAL POSITION AS AT MARCH 31, 2008

	<u>2008</u>	<u>2007</u>
<b>CURRENT ASSETS</b>		
Cash	\$ 25,965	\$ -
Short-term investments	241,950	232,189
Accounts receivable	32,687	45,141
Prepaid expenses	<u>3,980</u>	<u>2,646</u>
	<b>304,582</b>	279,976
<b>CAPITAL ASSETS (note 5)</b>	<u>21,127</u>	<u>40,101</u>
	<b>\$ 325,709</b>	<b>\$ 320,077</b>
 <b>CURRENT LIABILITIES</b>		
Bank overdraft	\$ -	\$ 3,882
Accounts payable	22,430	21,474
Deferred revenue	<u>14,303</u>	<u>7,135</u>
	<b>36,733</b>	32,491
 <b>NET ASSETS</b>		
Invested in capital assets	21,127	40,101
Internally restricted for training and education	48,000	48,000
Unrestricted	<u>219,849</u>	<u>199,485</u>
	<b>288,976</b>	287,586
	<b>\$ 325,709</b>	<b>\$ 320,077</b>

Approved on behalf of the Board:

Chair \_\_\_\_\_

Treasurer \_\_\_\_\_

## THE ELIZABETH FRY SOCIETY OF OTTAWA

### STATEMENT OF CHANGES IN NET ASSETS FOR THE YEAR ENDED MARCH 31, 2008

	<u>2008</u>	<u>2007</u>
<b>INVESTED IN CAPITAL ASSETS</b>		
Balance - beginning of year	\$ 40,101	\$ 11,164
Purchase of capital assets, net of disposals	-	40,651
Amortization of capital assets	<u>(18,974)</u>	<u>(11,714)</u>
Balance - end of year	<u>\$ 21,127</u>	<u>\$ 40,101</u>
<b>INTERNALLY RESTRICTED FOR TRAINING AND EDUCATION</b>		
Balance - beginning of year	\$ 48,000	\$ -
Transfer from unrestricted net assets	<u>-</u>	<u>48,000</u>
Balance - end of year	<u>\$ 48,000</u>	<u>\$ 48,000</u>
<b>UNRESTRICTED</b>		
Balance - beginning of year, as previously reported	\$ 204,043	\$ 275,143
Correction of prior year's revenue (note 10)	<u>(4,558)</u>	<u>-</u>
Balance - beginning of year, as restated	<b>199,485</b>	275,143
Excess of revenue over expenses for the year	<b>1,390</b>	1,279
Purchase of capital assets, net of disposals	-	(40,651)
Amortization of capital assets	<b>18,974</b>	11,714
Transfer to net assets internally restricted for training and education	<u>-</u>	<u>(48,000)</u>
Balance - end of year	<u>\$ 219,849</u>	<u>\$ 199,485</u>

# THE ELIZABETH FRY SOCIETY OF OTTAWA

## STATEMENT OF REVENUE AND EXPENSES FOR THE YEAR ENDED MARCH 31, 2008

	<u>2008</u>	<u>2007</u>
<b>REVENUE</b>		
Government contributions		
- Correctional Services Canada	\$ 116,138	\$ 75,642
- Ontario Ministry of Community Safety and Correctional Services	89,123	67,258
- Ontario Ministry of Children and Youth Services	30,000	-
- Ontario Ministry of the Attorney General	184,139	-
- Ontario Ministry of Health Promotion	2,572	-
- City of Ottawa	112,535	117,022
Other grants and contributions		
- United Way of Ottawa	238,314	231,707
- Ottawa General Hospital	69,798	-
- Rideauwood Addiction Centre	12,628	-
- Boys & Girls Club	10,750	-
Donations	13,974	46,095
Fundraising	14,142	20,978
Memberships	425	-
Rental income from residents	12,064	22,123
Investment income	9,822	8,075
Other	14,699	55,100
	<u>931,123</u>	<u>644,000</u>
<b>EXPENSES</b>		
Salaries and benefits	648,515	439,281
Repairs and maintenance	1,574	5,767
Professional development	3,163	2,302
Insurance	10,776	10,500
Training and education	-	915
Rent and taxes	40,024	38,243
Travel, meetings and conferences	8,613	9,883
Fundraising	5,674	11,486
Group programs	45,431	15,336
Household supplies	7,805	10,176
Office and general	45,307	44,593
Membership fees and subscriptions	3,335	4,579
Professional fees	90,542	31,069
Loss on write off of capital assets	-	6,877
Amortization	18,974	11,714
	<u>929,733</u>	<u>642,721</u>
<b>EXCESS OF REVENUE OVER EXPENSES</b>	<b>\$ <u>1,390</u></b>	<b>\$ <u>1,279</u></b>

# THE ELIZABETH FRY SOCIETY OF OTTAWA

## NOTES TO FINANCIAL STATEMENTS MARCH 31, 2008

### 1. PURPOSE OF THE ORGANIZATION

The Elizabeth Fry Society of Ottawa (the Society) offers assistance to women who are, or may be, at risk of coming into conflict with the law. The Society offers programs and services to provide women with confidential and supportive living and learning environments.

The Society is incorporated under Part II of the Canada Corporations Act as a not-for-profit corporation without share capital and is registered as a charity under the Income Tax Act.

### 2. SIGNIFICANT ACCOUNTING POLICIES

#### a) Short-term investments

Short-term investments are recorded at fair value at each reporting date, with gains and losses, both realized and unrealized, recognized in the statement of revenue and expenses.

#### b) Capital assets

Capital assets are recorded at cost. Amortization is provided on the straight line basis as follows:

Computer equipment	3 years (previously at 5 years)
Furniture & equipment	5 years

#### c) Net assets internally restricted for training and education

The Board has internally restricted funding that was previously received from the estate of Sophie Steadman. It is to be utilized for training and education activities.

#### d) Revenue recognition

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

#### e) Donated services

Volunteers may donate their services throughout the year to assist the Society in carrying out its activities. Because the value of these activities is not readily determinable on an objective basis of financial measurement, no amount has been reflected in the financial statements.

#### f) Estimates and assumptions

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount 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 may differ from those estimates. These estimates are reviewed annually and as adjustments become necessary, they are recognized in the financial statements in the period they become known.

## THE ELIZABETH FRY SOCIETY OF OTTAWA

### NOTES TO FINANCIAL STATEMENTS MARCH 31, 2008

#### 2. SIGNIFICANT ACCOUNTING POLICIES (continued)

##### g) United Way of Ottawa funding

The Society is a member of and receives funding from the United Way of Ottawa. Under their arrangement, any deficit for the year may be received or any surplus may be required to be repaid. As potential adjustments to annual funding are not known until financial statements are prepared, any such amounts are reflected as adjustments to deficit or operating fund balances in the year of occurrence.

#### 3. FAIR VALUE OF FINANCIAL INSTRUMENTS

The carrying values of cash, short-term investments, accounts receivable and accounts payable approximate their fair value due to the relatively short periods to maturity of the instruments. It is management's opinion that the Society is not exposed to significant interest, currency or credit risks arising from these financial instruments.

#### 4. SHORT-TERM INVESTMENTS

Short-term investments consist of guaranteed investment certificates and mutual funds, in a mix of approximately 70% and 30% respectively.

#### 5. CAPITAL ASSETS

	2008			2007
	Cost	Accumulated Amortization	Net	Net
Computer equipment	\$ 16,653	\$ 16,653	\$ -	\$ 13,692
Furniture & equipment - E. Fry	14,493	3,517	10,976	13,720
Furniture & equipment - JF Norwood House	14,099	3,948	10,151	12,689
	\$ 45,245	\$ 24,118	\$ 21,127	\$ 40,101

Cost and accumulated amortization at March 31, 2007 were \$90,443 and \$50,342 respectively. During the year, the Society disposed of assets with a cost and accumulated amortization of \$45,198. There was an additional write-down to computer equipment of \$10,361 included in amortization expense.

#### 6. DEFERRED CONTRIBUTIONS

	2008	2007
Balance, beginning of year	\$ 7,135	\$ 20,000
Recognized as revenue	(7,135)	(20,000)
Received relating to a following year	14,303	7,135
Balance, end of year	\$ 14,303	\$ 7,135

## THE ELIZABETH FRY SOCIETY OF OTTAWA

### NOTES TO FINANCIAL STATEMENTS MARCH 31, 2008

#### 7. COMMITMENTS AND GUARANTEES

##### a) Commitments

The Society has entered into property lease agreements which expire in 2008 for total payments of \$33,575.

The Society has entered into a long-term office equipment lease agreement expiring June 2010 which requires lease payments of \$9,018. The minimum lease payments for the next three years include \$4,008 for 2009 to 2010 and \$1,002 for 2011.

##### b) Guarantees

In the normal course of business, the Society has entered into lease transactions for premises and office equipment. It is common in such commercial lease transactions for the Society as the lessee, to agree to indemnify the lessor for liabilities that may arise from the use of the leased assets. The maximum amount potentially payable under the foregoing indemnities cannot be reasonably estimated. The Society has liability insurance that relates to the indemnifications described above.

#### 8. STATEMENT OF CASH FLOWS

A statement of cash flows has not been presented as it would not provide additional meaningful information.

#### 9. CHANGE IN ACCOUNTING POLICY

In accordance with new standards of the Canadian Institute of Chartered Accountants, short-term investments are now recorded at fair value. Previously they were recorded at amortized cost which approximated fair value.

#### 10. CORRECTION OF PRIOR YEAR'S REVENUE

The prior year's investment income has been reduced by \$4,558 to correct an overstatement in 2006-07.

#### 11. COMPARATIVE FIGURES

Certain comparative figures have been reclassified to conform with the financial statement presentation adopted in the current year.

**THE ELIZABETH FRY SOCIETY OF OTTAWA****COMMUNITY JUSTICE PROGRAM  
SCHEDULE OF REVENUES AND EXPENSES  
FOR THE YEAR ENDED MARCH 31, 2008**

	<u>2008</u>
REVENUE	
Ontario Ministry of the Attorney General	\$ <u>103,051</u>
EXPENSES	
Accounting and audit fees	9,860
Facilitation of client accessibility	738
Insurance	1,713
Office and IT	9,489
Program supplies and equipment	6,397
Promotion, publicity and resource materials	3,875
Salary and benefits	101,594
Staff travel	500
Staff and volunteer training and development	<u>3,025</u>
	<u>137,191</u>
EXCESS OF EXPENSES OVER REVENUE FOR THE YEAR	\$ <u>(34,140)</u>

**THE ELIZABETH FRY SOCIETY OF OTTAWA****COMMUNITY JUSTICE WORKER PROGRAM  
SCHEDULE OF REVENUES AND EXPENSES  
FOR THE YEAR ENDED MARCH 31, 2008**

	<u>2008</u>
REVENUE	
Ontario Ministry of the Attorney General	<u>\$ 81,088</u>
EXPENSES	
Accounting and audit fees	5,395
Admin fees	3,320
Facilitation of client accessibility	2,664
Insurance	1,000
Office and IT	3,395
Program supplies and equipment	3,295
Promotion, publicity and resource materials	1,596
Salary and benefits	62,983
Staff travel and parking	2,511
Staff and volunteer training and development	<u>1,000</u>
	<u>87,159</u>
EXCESS OF EXPENSES OVER REVENUE FOR THE YEAR	<u>\$ (6,071)</u>

**THE ELIZABETH FRY SOCIETY OF OTTAWA****YOUTH INTEGRATION WORKER  
SCHEDULE OF REVENUES AND EXPENSES  
FOR THE YEAR ENDED MARCH 31, 2008**

	<u>2008</u>
REVENUE	
Ontario Ministry of Children and Youth Services	\$ <u>30,000</u>
EXPENSES	
Allocated administration	3,008
Other service costs	9,177
Salary and benefits	<u>18,898</u>
	<u>31,083</u>
EXCESS OF EXPENSES OVER REVENUE FOR THE YEAR	\$ <u>(1,083)</u>