



Canada Revenue
Agency

Agence du revenu
du Canada

Protected B when completed

Registered Canadian Amateur Athletic Association Information Return

CH 30018080577

Identification

Name of association	
COACHING ASSOCIATION OF CANADA	
ASSOCIATION CANADIENNE DES ENTRAINEURS	
Address	
2451 RIVERSIDE DRIVE	
City	
OTTAWA	
Province or territory	Postal code
Ontario	K1H7X7

Return for fiscal period ending									
2	0	2	2	0	3	3	1		
Year				Month		Day			
Is this the first return filed by this association?									
Yes <input type="checkbox"/>					No <input checked="" type="checkbox"/>				
If "no," has the fiscal period changed from the last return filed?									
Yes <input checked="" type="checkbox"/>					No <input type="checkbox"/>				
Is this the final return to be filed by this association?									
Yes <input type="checkbox"/>					No <input checked="" type="checkbox"/>				
If "yes," please attach an explanation.									
File number									
495713									
BN/Registration number									
121725832				RR		0001			

Is the address above the same mailing address as last year?

Yes ☒ No ☐

Is the address above the new mailing address?

Yes ☐ No ☒

Instructions

1. Complete the Identification area.

2. Complete the boxes (above right) to indicate the end of the association's fiscal period.

3. Attach FINANCIAL STATEMENTS for the fiscal period covered by this return. These should include a statement of income and expenditures for the fiscal period and a statement of assets and liabilities as of the end of the fiscal period. The statements should indicate the different sources of revenue in sufficient detail to show how funds were spent or received.

4. Attach a list of the names, addresses, and occupations or lines of business of the association's current directors.

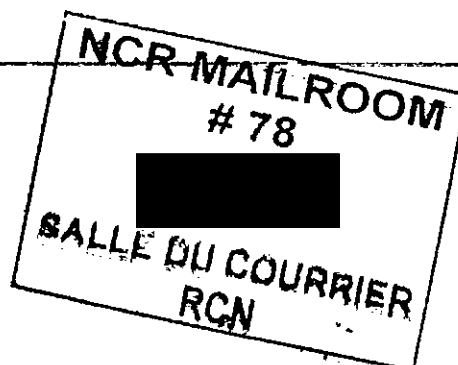
5. Attach a list of the names and the official positions of the people who are authorized to issue official receipts for the association.

6. Attach a note that fully explains what replacement procedure is followed in the event of lost or spoiled receipts.

7. Within 6 months from the end of the fiscal period of the association, mail or deliver a completed return and all required documents to:

Charities Directorate
Canada Revenue Agency
Ottawa ON K1A 0L5

Form authorized by the Minister of National Revenue.



Information required

1. Have any changes not previously reported been made to the association's governing documents? If yes, please attach a certified copy of the changes. Yes ☐ No ☒
2. Have complete books and records been kept (including duplicate copies of receipts) which fully substantiate all financial transactions during the fiscal period? If no, please attach an explanation. Yes ☒ No ☐
3. Please indicate the total amount for which the association issued official donation receipts in this fiscal period. \$ 0
4. Are the receipt forms used to acknowledge payments that are NOT gifts clearly distinguishable from official donation receipts which bear the BN/registration number? If no, please attach an explanation. Yes ☒ No ☐
5. Did the association issue official donation receipts showing a date in the previous calendar year for donations that were mailed or otherwise submitted after the end of the calendar year? If yes, please attach an explanation. Yes ☐ No ☒
6. Have official donation receipts been issued to acknowledge donations in a form other than cash or cheque – e.g., goods, services rendered, etc.? If yes, please attach a list of these gifts and their value as shown on the official donation receipt. Yes ☐ No ☒
7. Has any amount donated to the association been returned to the donor during the year? If yes, please attach an explanation (confidential). Yes ☐ No ☒
- 8 a. During the fiscal period, did the association accept any gifts with the express or implied condition that such gifts were to be used for the benefit of another person, club, society or association? If yes, please attach an explanation (confidential). Yes ☐ No ☒
- b. Did the association issue an official donation receipt to acknowledge such a gift? Yes ☐ No ☒

Certification

To be signed by two directors of the association.

1. I, [REDACTED] of [REDACTED]
Name of director whose signature appears below.

2. I, [REDACTED] of [REDACTED]
Name of director whose signature appears below.

Address (confidential)

HEREBY CERTIFY that the information given in this return and in all attachments is, to the best of my knowledge, correct, complete and current. (Note: It is a serious offense under the *Income Tax Act* to provide false or deceptive information.)

Position with the association

DIRECTOR OF CORPORATE SERVICES

Position with the association

CEO

RCAAA:

Personal information is collected under the authority of the *Income Tax Act* and is used to establish and validate the identity and contact information of directors, trustees, officers and/or like officials and authorized representatives of the organization. This information will also be used as a basis for the indirect collection of additional personal information from other internal and external sources, which includes social insurance number (SIN), personal tax information, and relevant financial and biographical information, which may be used to assess the overall risk of registration with respect to the obligations of registration as outlined in the Act and the common law. The SIN is collected pursuant to subsection 237 of the Act and is used for identification purposes.

The Canada Revenue Agency (CRA) will make this form and all attachments available to the public upon request and/or on the Charities Directorate website, except for information or data identified as confidential. Personal information may also be disclosed to the organization in question and/or its authorized representatives and other third parties pursuant to the disclosure provisions under Section 241 of the Act. Personal information may also be shared with other government departments and agencies under information-sharing agreements in accordance with the disclosure provisions under Section 241 of the Act. Incomplete or inaccurate information may result in a range of actions including suspension of tax-receipting privileges, up to and including revocation of registered status.

Information is described in Charities Program CRA PPU 200 and is protected under the Privacy Act. Individuals have a right of protection, access to and correction or notation of their personal information. Please be advised that you are entitled to complain to the Privacy Commissioner of Canada regarding our handling of your information.

Notification to directors and like officials: The CRA strongly encourages the association to voluntarily inform directors and like officials that their personal information has been collected and disclosed to the CRA for the submission of its annual information return.

☒ I confirm that I have read the Privacy statement above.

COACHING ASSOCIATION OF CANADA

**FINANCIAL STATEMENTS
MARCH 31, 2022**

COPY 1 COPY

INDEPENDENT AUDITOR'S REPORT

To the Members,
Coaching Association of Canada:

Opinion

We have audited the financial statements of Coaching Association of Canada ("the Entity"), which comprise the statement of financial position as at March 31, 2022, and the statements of changes in net assets, operations and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at March 31, 2022, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of management and those charged with governance 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.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity, or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit 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.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

[REDACTED]

[REDACTED]

Licensed Public Accountants
Ottawa, Ontario

[REDACTED]

[REDACTED]

COACHING ASSOCIATION OF CANADA

(Incorporated under the laws of Canada)

STATEMENT OF FINANCIAL POSITION

As at March 31, 2022

	2022	2021
ASSETS		
Current assets:		
Cash	\$ 369,097	\$ 1,987,870
Accounts receivable	203,783	267,514
Government sales taxes receivable	93,777	143,847
Prepaid expenses	166,005	159,337
	<u>832,662</u>	<u>2,558,568</u>
Marketable securities (note 3)	1,161,755	753,009
Capital assets - (note 2)	24,797	38,554
	<u>\$ 2,019,214</u>	<u>\$ 3,350,131</u>

LIABILITIES AND NET ASSETS

Current liabilities:		
Accounts payable	\$ 586,469	\$ 1,654,503
Deferred revenue (note 5)	96,112	171,088
	<u>682,581</u>	<u>1,825,591</u>
Net assets:		
Net assets invested in capital assets	24,797	38,554
Net assets held for future development - internally restricted	500,000	500,000
Unrestricted net assets	811,836	985,986
	<u>1,336,633</u>	<u>1,524,540</u>
	<u>\$ 2,019,214</u>	<u>\$ 3,350,131</u>

On behalf of the Board:

Director

Director

(See accompanying notes to the financial statements)

COACHING ASSOCIATION OF CANADA

STATEMENT OF CHANGES IN NET ASSETS

For the year ended March 31, 2022

	2022	2021
NET ASSETS INVESTED IN CAPITAL ASSETS		
Balance, beginning of year	\$ 38,554	\$ 29,396
Purchase of capital assets (net)	4,099	28,216
Amortization	(17,856)	(19,058)
Balance, end of year	<u>\$ 24,797</u>	<u>\$ 38,554</u>
NET ASSETS HELD FOR FUTURE DEVELOPMENT		
Balance, beginning and end of year	<u>\$ 500,000</u>	<u>\$ 500,000</u>
UNRESTRICTED NET ASSETS		
Balance, beginning of year	\$ 985,986	\$ 762,372
Net revenue (expense) for the year	(187,907)	232,772
Investment in capital assets	13,757	(9,158)
Balance, end of year	<u>\$ 811,836</u>	<u>\$ 985,986</u>

(See accompanying notes to the financial statements)

COACHING ASSOCIATION OF CANADA

STATEMENT OF OPERATIONS

For the year ended March 31, 2022

	2022	2021
REVENUE		
Sport Canada	\$ 4,477,202	\$ 4,829,250
Sport Canada - COVID-19 Emergency Support	-	1,052,563
Sponsors (note 6)	408,971	397,669
Partners fees and sales	1,227,224	1,070,955
Registration fees	38,765	-
International projects	75,819	24,548
Other	25,013	91,377
	<u>6,252,994</u>	<u>7,466,362</u>
EXPENSE		
Educational and partnerships	1,245,056	1,346,407
Marketing and communications	413,754	316,931
Salary and benefits	3,090,562	3,050,521
Administration	656,063	481,693
International programs	30,806	4,230
Innovation and business enablement	266,381	165,234
Sport safety	732,612	776,276
COVID-19 Emergency Support	5,667	1,092,298
	<u>6,440,901</u>	<u>7,233,590</u>
Net revenue (expense) for the year	<u>\$ (187,907)</u>	<u>\$ 232,772</u>

(See accompanying notes to the financial statements)

COACHING ASSOCIATION OF CANADA

STATEMENT OF CASH FLOWS

For the year ended March 31, 2022

	2022	2021
CASH PROVIDED BY (USED FOR)		
Operating activities		
Net revenue (expense) for the year	\$ (187,907)	\$ 232,772
Items not requiring cash:		
-amortization	17,856	19,058
-gain on investments	(1,170)	(46,415)
	<u>(171,221)</u>	<u>205,415</u>
Changes in non-cash working capital items		
Accounts receivable	63,731	10,584
Government sales tax receivable	50,070	(84,025)
Prepaid expenses	(6,668)	(35,294)
Accounts payable	(1,068,033)	966,495
Deferred revenue	(74,976)	15,976
	<u>(1,207,097)</u>	<u>1,079,151</u>
Investing activities		
Purchase of marketable securities	(407,577)	(8,094)
Purchase of capital assets - net of disposals	(4,099)	(28,216)
	<u>(411,676)</u>	<u>(36,310)</u>
 Increase (decrease) in cash	 (1,618,773)	 1,042,841
Cash - beginning of year	1,987,870	945,029
Cash - end of year	<u>\$ 369,097</u>	<u>\$ 1,987,870</u>

(See accompanying notes to the financial statements)

COACHING ASSOCIATION OF CANADA

NOTES TO FINANCIAL STATEMENTS

MARCH 31, 2022

ORGANIZATION

Coaching Association of Canada (the "Association") is a non-profit Registered Canadian Amateur Athletic Association formed in 1971 and as such is exempt from income tax. While registered, the Association may issue tax deductible receipts to donors. Its mission is to enhance the experience of all athletes and participants in Canada through quality coaching. The Association is dependent upon Sport Canada for the majority of its funding requirements.

1. SUMMARY OF 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

The Association follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expense is incurred. Unrestricted contributions are recognized as revenue when they are received or can be reasonably estimated and collection is reasonably assured. Membership fees are recognized using the deferral method. Partner fees and sales, registration fees and sponsorship revenue is recognized as revenue during the period to which it relates.

b) Financial instruments

Marketable securities are initially recognized at fair value and are subsequently measured at the year-end fair value. Changes in fair value are recognized in the statement of operations. Other financial instruments are initially recognized at fair value and are subsequently measured at amortized cost or cost less appropriate allowances for impairment.

Financial assets measured at amortized cost include cash and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable.

Financial assets measured at fair value include marketable securities.

c) Capital assets

Purchases of furniture and equipment are recorded at cost and amortization is calculated on the declining balance basis. The amortization rate for office furniture is 20% and the rate for other equipment is 45%. Computer software is expensed in the year it is purchased.

COACHING ASSOCIATION OF CANADA

NOTES TO FINANCIAL STATEMENTS MARCH 31, 2022

d) Use of estimates

The preparation of these 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 and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates. These estimates are reviewed annually and as adjustments become necessary, they are recorded in the financial statements in the period in which they become known.

2. CAPITAL ASSETS

	Cost	Accumulated Amortization	Net Book Value 2022	Net Book Value 2021
Office furniture	\$ 8,525	\$ 7,197	\$ 1,328	\$ 1,660
Computer equipment	96,593	73,124	23,469	36,894
	<u>\$ 105,118</u>	<u>\$ 80,321</u>	<u>\$ 24,797</u>	<u>\$ 38,554</u>

3. MARKETABLE SECURITIES

Marketable securities consist of equity and fixed income mutual funds and are recorded at fair value.

	2022	2021
Monthly Income Portfolio	\$ 961,085	\$ 588,399
Income Balanced Portfolio	200,670	164,610
	<u>\$ 1,161,755</u>	<u>\$ 753,009</u>

4. FINANCIAL INSTRUMENTS

The Association is exposed to currency, interest rate and market risks through its marketable securities. The Association follows investment policies and practices to control the amount of risk to which it is exposed. The maximum investment risk is represented by the fair value of the marketable securities. It is management's opinion that the carrying amounts of the financial instruments approximates their fair value.

COACHING ASSOCIATION OF CANADA

NOTES TO FINANCIAL STATEMENTS MARCH 31, 2022

5. DEFERRED REVENUE

Deferred revenue consists of membership fees of \$60,737 (2021 - \$54,402) that relate to the next fiscal year and sponsorships and contributions of \$35,375 (2021 - \$116,686) that are related to future activities.

	2022	2021
Balance, beginning of year	\$ 171,088	\$ 155,112
Less: amount recognized as revenue in the year	(136,088)	(155,112)
Plus: amount received related to the following year	61,112	171,088
Balance, end of year	\$ 96,112	\$ 171,088

6. SPONSORS

Sponsors for the fiscal year include [REDACTED] and Decathlon Canada.

7. COMMITMENTS

The Association has entered into a long-term lease for office space, furniture, IT infrastructure and fit-up with The [REDACTED]. The lease commenced October 1, 2017 and extends to September 30, 2023. The gross annual rental cost approximates \$166,000.

8. COMPARATIVE AMOUNTS

Certain comparative amounts were reclassified to conform with the financial statement presentation adopted in the current year.



Coaching Association of Canada
Association canadienne des entraîneurs

2451, promenade Riverside
Ottawa (Ontario)
K1H 7X7

613.235.5000
Télécopieur : 613.235.9500

2451 Riverside Drive
Ottawa, Ontario
K1H 7X7

613.235.5000
Fax: 613.235.9500

Board of Directors as on September 1, 2022

Name	Role	DOB	Address	e-mail
Paul Carson	Chair			
Bill Greenlaw	Vice-Chair			
Danielle Emmons	NSO Representative			
Doug Halloday	PTCR Representative			
Janice Dawson	Member-at-Large			
Jason Reindl	High Performance Coach representative			
Lynn Boudreau	PTCR Representative			
Mathieu Boucher	NSO Representative			
Rene Murphy	CCUPEKA Representative			
Saheed Khan	Ahtlete Representative			

Shauna Bookal	NSO Representative				
Sue Hylland	Federal Government Representative				
Tom Norton	Community Coaching Representative				
Tracy Hillis	Member-at-Large				

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Coaching Association of Canada
Association canadienne des entraîneurs

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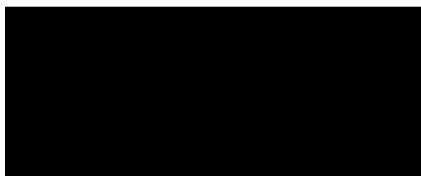


Charities Directorate
Canada Revenue Agency
Ottawa, ON, K1A 0L5

Re: BN: 121725832RR0001

This letter is to inform you that the Coaching Association of Canada has the following
Authorized Directors:

-
-
-
-



C.E.O

C.O.O

Director, Education Partnerships

Director, Corporate Services



Coaching Association of Canada
Association canadienne des entraîneurs

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K1H 7X7

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Fax: 613.235.9500



Charity Receipts

Procedure for Correcting printed receipts:

If the receipt contains errors and has not been sent to the donor, CAC can prepare a new receipt. However, the originals with the errors must be kept and marked with "cancelled" on them.

Procedure for replacing a receipt:

If the receipt was lost or contains incorrect information issue a replacement receipt. This receipt must include:

- All the required information from the original receipt;
- The serial number of the original receipt; and
- A statement that it replaces the original receipt.

On the copy of the original receipt retained by CAC, it must be marked "Cancelled".