

PERFORMANCE AND PLANNING EXCHANGE (PPX)
FINANCIAL STATEMENTS
JUNE 30, 2021

PERFORMANCE AND PLANNING EXCHANGE (PPX)

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INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Board of Directors of the Performance and Planning Exchange

I have reviewed the financial statements of the **Performance and Planning Exchange**, that comprise the statement of financial position as at June 30, 2021 and the statements of operations and changes in net assets and of cash flows for the year ended June 30, 2021, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

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

Practitioner's Responsibility


My responsibility is to express a conclusion on the accompanying financial statements based on my review. I conducted my review in accordance with Canadian generally accepted standards for review engagements, which require me to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, I do not express an audit opinion on these financial statements.

Conclusion

Based on my review, nothing has come to my attention that causes me to believe that the accompanying financial statements do not present fairly, in all material respects, the financial position of the **Performance and Planning Exchange** as at June 30, 2021, 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.



Christian Asselin,
Chartered Professional Accountant
Licensed Public Accountant

November 24, 2021
Ottawa, Ontario

PERFORMANCE AND PLANNING EXCHANGE (PPX)

STATEMENT OF FINANCIAL POSITION

JUNE 30, 2021

(Unaudited)

ASSETS		<u>2021 (\$)</u>	<u>2020 (\$)</u>
CURRENT ASSETS			
Cash		100,631	181,472
Guaranteed investment certificate		49,595	49,045
Accounts receivable - trade		735	14,555
Taxes recoverable		2,238	3,070
Prepaid expenses – Symposium 2021		-	46,485
Deposit and other prepaid expenses		<u>16,411</u>	<u>1,822</u>
		<u>169,610</u>	<u>296,449</u>
LIABILITIES			
CURRENT LIABILITIES			
Accounts payable and accrued liabilities		4,478	1,257
Deferred income – Symposium 2021		<u>-</u>	<u>47,700</u>
		4,478	48,957
NET ASSETS			
UNRESTRICTED NET ASSETS		<u>165,132</u>	<u>247,492</u>
		<u>169,610</u>	<u>296,449</u>

See accompanying notes

APPROVED ON BEHALF OF THE BOARD

Director

Director

PERFORMANCE AND PLANNING EXCHANGE (PPX)
STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS
FOR THE YEAR ENDED JUNE 30, 2021
(Unaudited)

	<u>2021 (\$)</u>	<u>2020 (\$)</u>
REVENUES		
Members' registration fees		
Annual symposium	39,350	-
Results-based management training	33,650	-
Sponsors	4,250	-
Interest income	<u>550</u>	<u>1,003</u>
	<u>77,800</u>	<u>1,003</u>
EXPENSES (note 6)		
Fees – The Willow Group	111,907	23,948
On-site expenses	4,463	685
Facilitation	11,041	6,414
Promotion	15,050	-
Administration	<u>17,699</u>	<u>9,556</u>
	<u>160,160</u>	<u>40,603</u>
Excess of expenses over revenues for the year	(82,360)	(39,600)
UNRESTRICTED NET ASSETS – beginning of year	<u>247,492</u>	<u>287,092</u>
UNRESTRICTED NET ASSETS – end of year	<u>165,132</u>	<u>247,492</u>

See accompanying notes

PERFORMANCE AND PLANNING EXCHANGE (PPX)
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2021
(Unaudited)

	<u>2021 (\$)</u>	<u>2020 (\$)</u>
Operating activities		
Receipts from members and sponsors	41,696	41,879
Other receipts	550	1,003
Payments to suppliers and government	<u>(122,537)</u>	<u>(94,275)</u>
<i>Funds used by operating activities and net decrease in cash and cash equivalents for the year</i>	<i>(80,291)</i>	<i>(51,393)</i>
Cash and cash equivalents – beginning of year	<u>230,517</u>	<u>281,910</u>
Cash and cash equivalents – end of year	<u>150,226</u>	<u>230,517</u>
 <u>Represented by:</u>		
Cash	100,631	181,472
Guaranteed investment certificate	<u>49,595</u>	<u>49,045</u>
	<u>150,226</u>	<u>230,517</u>

See accompanying notes

PERFORMANCE AND PLANNING EXCHANGE (PPX)
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021
(Unaudited)

1. JURISDICTIONAL STATUTE AND NATURE OF OPERATIONS

The Performance and Planning Exchange (PPX) (in French: "Forum d'échange sur le rendement et la planification (FRP)") was incorporated on March 6th, 2000, under Part II of the *Canada Corporations Act*. PPX is a Canada-based international centre of excellence for learning, sharing and developing expertise in performance and planning, including its measurement, implementation, public reporting and management. It is committed to:

- encouraging membership from a wide variety of discipline and sectors;
- learning that increases awareness, understanding and skills in planning, measuring, implementing, reporting and managing results;
- creating the means for members to share knowledge, experience, problems and more easily solutions;
- research and development in the managing of results.

Its members may come from the public as well as the private sectors. Any participant in any learning event (courses, webinars) or in the annual symposium automatically becomes a member of PPX.

Normally, PPX's main activities are the presentation of one to three learning events (none in the current year), webinars, training workshops on the subject of results-based management, special projects on research and development in the managing of results, and the holding of an annual symposium, by far, its main annual activity (note 5).

PPX is a non-profit organization and is exempt from income taxes by virtue of Section 149(1)(l) of the *Income Tax Act*.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

PPX's financial statements have been prepared using the Canadian accounting standards for not-for-profit organizations and include the following significant accounting policies.

Revenue recognition

Members' registration fees are recognized as revenue upon the presentation of the event. The liability for the portion of learning event revenues invoiced but not yet presented is recorded as deferred revenue. Other revenues are recorded as income as received or earned.

Cash and cash equivalents

PPX's policy is to disclose as cash and cash equivalents its bank balance, including its cashable guaranteed investment certificate.

Capital assets

Capital assets costing more than a \$1,000 will be recorded at cost and amortized on a straight-line basis over their estimated useful life. There were no capital asset acquisitions in 2021 and 2020. Capital assets acquired in prior years have been written off as the end of their useful life had been reached in prior years.

PERFORMANCE AND PLANNING EXCHANGE (PPX)
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021
(Unaudited)

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Financial Instruments

At acquisition, PPX evaluates its financial assets and financial liabilities at their fair value. Subsequently, it evaluates all its financial assets and liabilities at their amortized cost.

The financial assets evaluated at their amortized cost at year end are the trade accounts receivable and the taxes recoverable; the cash and the guaranteed investment certificate are at fair value. The financial liabilities evaluated at their amortized cost at year end are the accounts payable and accrued liabilities.

Management estimates

The preparation of financial statements in conformity with Canadian accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the reported amounts of revenues and expenses during the reported period. Estimates were used in the recording and valuation of the trade accounts receivable.

3. COMMITMENT

PPX has contracted with The Willow Group (Willow) for management services. The contract called for various administration fees as well specific fees for the organization of events, including the annual symposium. The current contract, which is now expired, covered the period of December 1st, 2018, to June 30th, 2021. While negotiations for the renewal of the contract are ongoing, the parties have agreed to apply the provisions of the expired contract regarding PPX's activities starting after the year-end. Below is a summary of Willow's fees for the last two years:

	<u>2021 (\$)</u>	<u>2020 (\$)</u>
Willow's operating fees charged to current year's expenditures	111,907	23,948
Willow's fees included in "Prepaid symposium expenses – 2021" in 2020	(30,982)	30,982
Willow's fees for development of new website included in prepaid expenses in 2021	5,740	-
Total actual fees payable to Willow for the year	<u>86,665</u>	<u>54,930</u>

4. FINANCIAL INSTRUMENTS

Management believes that PPX is not exposed to any significant risks at year-end through its financial instruments which mainly consist of its cash that is held by a large Canadian financial institution.

PERFORMANCE AND PLANNING EXCHANGE (PPX)
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021
(Unaudited)

5. COVID-19 PANDEMIC AND THE GOING CONCERN

In the prior fiscal year, PPX's normal activities came mostly to a stop in mid-March 2020 following various governments' announcements. As a result, PPX had to cancel its 2020 annual symposium, its main live annual event activity, which was scheduled to take place in May 2020 and has recorded as deferred income the registration fees it had invoiced to the registrants for that symposium. In addition, PPX has also recorded as prepaid expenses the direct costs it had incurred during that year for that symposium.

During the year, and because of continuing government ordered restrictions, PPX has determined that its planned 2021 symposium could not go forward as a live event and decided instead to hold that symposium as a virtual event in May 2021. As a result, all prepaid registrations received in the prior year were reimbursed to registrants and a new registration system for the 2021 virtual symposium was set up. In addition, all expenses related to the symposium that were incurred last year and recorded as prepaid expenses at the end of last year were charged to expenses this year.

PPX is hoping to resume its normal activities in 2022 and be able to present its 2022 symposium in one form or another (virtual, live or part live/virtual) at a date that is yet to be determined. PPX is also working at developing potential new revenue streams. PPX believes that with the resumption of its normal activities combined with the development of potential new revenue streams should lead to better annual financial result of operations over the near subsequent years.

PERFORMANCE AND PLANNING EXCHANGE (PPX)
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2021
(Unaudited)

6. DETAILS OF EXPENSES

	<u>2021 (\$)</u>	<u>2020 (\$)</u>
<u>Fees – The Willow Group:</u>		
General management services	71,878	15,209
Registration services	6,210	-
Creative design	13,515	1,095
Accounting fees	6,990	4,605
IT support (Website, Internet, e-mail and other services)	12,839	3,039
Other services	<u>475</u>	<u>-</u>
<i>Total – fees The Willow Group</i>	<u>111,907</u>	<u>23,948</u>
<u>On-site expenses</u>		
Facility rentals and catering services	-	685
Audio visual and other equipment rentals	3,463	-
Entertainment	<u>1,000</u>	<u>-</u>
<i>Total – On-site expenses</i>	<u>4,463</u>	<u>685</u>
<u>Facilitation</u>		
Presenters fees and honorariums	11,000	4,500
Presenters - travel expenses and gifts	<u>41</u>	<u>1,914</u>
<i>Total – Facilitation</i>	<u>11,041</u>	<u>6,414</u>
<u>Promotion</u>		
Certification, frames and awards	15,000	-
Advertisement and other	<u>50</u>	<u>-</u>
<i>Total – Promotion</i>	<u>15,050</u>	<u>-</u>
<u>Administration</u>		
Credit card fees and bank charges	5,149	294
Professional fees	3,200	2,950
Telephone and teleconferencing	3,012	2,547
Insurance	2,321	2,358
Office supplies and postage	1,535	1,122
Translation services	<u>2,482</u>	<u>285</u>
<i>Total – Administration</i>	<u>17,699</u>	<u>9,556</u>
<i>Total expenses</i>	<u>160,160</u>	<u>40,603</u>