

Volunteering Victoria Inc.

ABN 79 378 017 212

Annual Report - 30 June 2020

Volunteering Victoria Inc.

Contents

30 June 2020

Statement of profit or loss and other comprehensive income	2
Statement of financial position	3
Statement of changes in equity	4
Statement of cash flows	5
Notes to the financial statements	6
Officers' declaration	13
Independent auditor's report to the members of Volunteering Victoria Inc.	14

General information

The financial statements cover Volunteering Victoria Inc. as an individual entity. The financial statements are presented in Australian dollars, which is Volunteering Victoria Inc.'s functional and presentation currency.

The financial statements were authorised for issue on 24 September 2020.

Volunteering Victoria Inc.
Statement of profit or loss and other comprehensive income
For the year ended 30 June 2020

	Note	2020 \$	2019 \$
Revenue			
Revenue	3	1,107,830	1,054,486
Expenses			
Employment related expenses		(583,529)	(648,736)
Marketing, training and program expenses		(248,677)	(257,361)
Office and premises expenses		(65,315)	(69,593)
Travel, accommodation and meeting expenses		(11,589)	(16,358)
IT and communication expenses		(26,413)	(27,773)
Finance and membership expenses		(29,566)	(17,589)
Depreciation expense	4	(5,639)	(5,954)
Surplus for the year attributable to the members of Volunteering Victoria Inc.	14	137,102	11,122
Other comprehensive income for the year		-	-
Total comprehensive income for the year attributable to the members of Volunteering Victoria Inc.		<u>137,102</u>	<u>11,122</u>

The above statement of profit or loss and other comprehensive income should be read in conjunction with the accompanying notes

Volunteering Victoria Inc.
Statement of financial position
As at 30 June 2020

	Note	2020 \$	2019 \$
Assets			
Current assets			
Cash and cash equivalents	5	1,186,726	561,262
Trade and other receivables	6	72,163	50,147
Other current assets	7	-	12,980
Total current assets		<u>1,258,889</u>	<u>624,389</u>
Non-current assets			
Property, plant and equipment	8	2,356	1,854
Right-of-use assets	9	7,367	-
Total non-current assets		<u>9,723</u>	<u>1,854</u>
Total assets		<u>1,268,612</u>	<u>626,243</u>
Liabilities			
Current liabilities			
Trade and other payables	10	61,721	137,006
Lease liabilities	11	7,473	-
Employee benefits	12	19,867	13,996
Revenues received in advance	13	866,049	298,841
Total current liabilities		<u>955,110</u>	<u>449,843</u>
Total liabilities		<u>955,110</u>	<u>449,843</u>
Net assets		<u>313,502</u>	<u>176,400</u>
Equity			
Retained surpluses	14	<u>313,502</u>	<u>176,400</u>
Total equity		<u>313,502</u>	<u>176,400</u>

The above statement of financial position should be read in conjunction with the accompanying notes

Volunteering Victoria Inc.
Statement of changes in equity
For the year ended 30 June 2020

	Retained profits \$	Total equity \$
Balance at 1 July 2018	165,278	165,278
Surplus for the year	11,122	11,122
Other comprehensive income for the year	-	-
	<hr/>	<hr/>
Total comprehensive income for the year	11,122	11,122
	<hr/>	<hr/>
Balance at 30 June 2019	176,400	176,400
	<hr/> <hr/>	<hr/> <hr/>
	Retained profits \$	Total equity \$
Balance at 1 July 2019	176,400	176,400
Surplus for the year	137,102	137,102
Other comprehensive income for the year	-	-
	<hr/>	<hr/>
Total comprehensive income for the year	137,102	137,102
	<hr/>	<hr/>
Balance at 30 June 2020	313,502	313,502
	<hr/> <hr/>	<hr/> <hr/>

The above statement of changes in equity should be read in conjunction with the accompanying notes

Volunteering Victoria Inc.
Statement of cash flows
For the year ended 30 June 2020

	Note	2020 \$	2019 \$
Cash flows from operating activities			
Receipts from Members		190,059	91,875
Receipts from Grants and Sponsorships		1,353,747	1,012,001
Receipts from training programs and consulting services		108,100	174,443
Interest received		457	2,071
Payments to suppliers and employees		<u>(1,023,705)</u>	<u>(949,457)</u>
Net cash from operating activities	18	<u>628,658</u>	<u>330,933</u>
Cash flows from investing activities			
Payments for property, plant and equipment		<u>(3,194)</u>	<u>(171)</u>
Net cash used in investing activities		<u>(3,194)</u>	<u>(171)</u>
Net cash from financing activities		<u>-</u>	<u>-</u>
Net increase in cash and cash equivalents		625,464	330,762
Cash and cash equivalents at the beginning of the financial year		<u>561,262</u>	<u>230,500</u>
Cash and cash equivalents at the end of the financial year	5	<u><u>1,186,726</u></u>	<u><u>561,262</u></u>

The above statement of cash flows should be read in conjunction with the accompanying notes

Note 1. Significant accounting policies

The principal accounting policies adopted in the preparation of the financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Basis of preparation

In the opinion of the Board of Volunteering Victoria Inc., Volunteering Victoria is not a reporting entity because there are no users dependent on general purpose financial statements.

These are special purpose financial statements that have been prepared for the purposes of complying with the Victorian legislation, the Associations Incorporation Reform Act 2012 and associated regulations. The Board has determined that the accounting policies adopted are appropriate to meet the needs of the members of Volunteering Victoria Inc.

These financial statements have been prepared in accordance with the disclosure requirements of AASB 101 'Presentation of Financial Statements', AASB 107 'Statement of Cash Flows', AASB 108 'Accounting Policies, Changes in Accounting Estimates and Errors', AASB 1048 'Interpretation of Standards' and AASB 1054 'Australian Additional Disclosures', as appropriate for not-for profit oriented entities. The entity has not yet assessed the level of compliance with the recognition and measurement requirements of Australian Accounting Standards.

Historical cost convention

The financial statements have been prepared under the historical cost convention.

Critical accounting estimates

The preparation of the financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying Volunteering Victoria's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements, are disclosed in note 2.

Revenue recognition

Revenue is recognised when it is probable that the economic benefit will flow to Volunteering Victoria and the revenue can be reliably measured. Revenue is measured at the fair value of the consideration received or receivable.

Membership Subscriptions

Memberships under the Volunteering Victoria membership model are for a defined financial year. Subscriptions are payable at the time membership is approved. There is no provision for a commitment to automatic renewal in the current model.

Recognition of revenue occurs after payment has been made in the financial year to which the subscription relates.

Training and consulting services

Revenue from training and consulting services are recognised when relevant services have been delivered to the participants and the participants are aware of their financial obligations to Volunteering Victoria before receiving any services from Volunteering Victoria.

Grants and sponsorships

Revenue from the sale of goods is recognised at the point in time when the customer obtains control of the goods, which is generally at the time of delivery.

Unexpended Grants

Volunteering Victoria receives grant monies to fund projects either for contracted periods of time or specific projects irrespective of the period of time required to complete those projects. It is the policy of the entity to treat grant monies as income in advance in the Statement of financial position where the entity is contractually obliged to provide the services in a subsequent financial period to when the grant is received or in the case of specific project grants where the project has not been completed.

Interest

Interest revenue is recognised as revenue at the time it is paid to Volunteering Victoria's nominated bank accounts.

Note 1. Significant accounting policies (continued)

Income tax

As the Volunteering Victoria is a charitable institution in terms of subsection 50-5 of the Income Tax Assessment Act 1997, as amended, it is exempt from paying income tax.

Current and non-current classification

Assets and liabilities are presented in the statement of financial position based on current and non-current classification.

An asset is classified as current when: it is either expected to be realised or intended to be sold or consumed in the Volunteering Victoria's normal operating cycle; it is held primarily for the purpose of trading; it is expected to be realised within 12 months after the reporting period; or the asset is cash or cash equivalent unless restricted from being exchanged or used to settle a liability for at least 12 months after the reporting period. All other assets are classified as non-current.

A liability is classified as current when: it is either expected to be settled in the Volunteering Victoria's normal operating cycle; it is held primarily for the purpose of trading; it is due to be settled within 12 months after the reporting period; or there is no unconditional right to defer the settlement of the liability for at least 12 months after the reporting period. All other liabilities are classified as non-current.

Cash and cash equivalents

Cash and cash equivalents includes cash on hand, deposits held at call with financial institutions, other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Trade and other receivables

Memberships are recognised as receivable upon invoicing of an annual membership. A provision for bad debts is calculated on the basis of historical percentage of collection based on the outstanding receivable balance at year end.

Other receivables are recognised at amortised cost, less any provision for impairment.

Property, plant and equipment

Plant and equipment is stated at historical cost less accumulated depreciation and impairment. Historical cost includes expenditure that is directly attributable to the acquisition of the items.

Depreciation is calculated on a straight-line basis to write off the net cost of each item of property, plant and equipment (excluding land) over their expected useful lives as follows:

Furniture & fittings	7 years
Office equipment	5 years
Computer equipment	3 years

The residual values, useful lives and depreciation methods are reviewed, and adjusted if appropriate, at each reporting date.

An item of property, plant and equipment is derecognised upon disposal or when there is no future economic benefit to the Volunteering Victoria. Gains and losses between the carrying amount and the disposal proceeds are taken to profit or loss.

Right-of-use assets

A right-of-use asset is recognised at the commencement date of a lease. The right-of-use asset is measured at cost, which comprises the initial amount of the lease liability, adjusted for, as applicable, any lease payments made at or before the commencement date net of any lease incentives received, any initial direct costs incurred, and, except where included in the cost of inventories, an estimate of costs expected to be incurred for dismantling and removing the underlying asset, and restoring the site or asset.

Right-of-use assets are depreciated on a straight-line basis over the unexpired period of the lease or the estimated useful life of the asset, whichever is the shorter. Where the Volunteering Victoria expects to obtain ownership of the leased asset at the end of the lease term, the depreciation is over its estimated useful life. Right-of use assets are subject to impairment or adjusted for any remeasurement of lease liabilities.

Note 1. Significant accounting policies (continued)

The Volunteering Victoria has elected not to recognise a right-of-use asset and corresponding lease liability for short-term leases with terms of 12 months or less and leases of low-value assets. Lease payments on these assets are expensed to profit or loss as incurred.

Trade and other payables

These amounts represent liabilities for goods and services provided to the Volunteering Victoria prior to the end of the financial year and which are unpaid. Due to their short-term nature they are measured at amortised cost and are not discounted. The amounts are unsecured and are usually paid within 30 days of recognition.

Lease liabilities

A lease liability is recognised at the commencement date of a lease. The lease liability is initially recognised at the present value of the lease payments to be made over the term of the lease, discounted using the interest rate implicit in the lease or, if that rate cannot be readily determined, the Volunteering Victoria's incremental borrowing rate. Lease payments comprise of fixed payments less any lease incentives receivable, variable lease payments that depend on an index or a rate, amounts expected to be paid under residual value guarantees, exercise price of a purchase option when the exercise of the option is reasonably certain to occur, and any anticipated termination penalties. The variable lease payments that do not depend on an index or a rate are expensed in the period in which they are incurred.

Lease liabilities are measured at amortised cost using the effective interest method. The carrying amounts are remeasured if there is a change in the following: future lease payments arising from a change in an index or a rate used; residual guarantee; lease term; certainty of a purchase option and termination penalties. When a lease liability is remeasured, an adjustment is made to the corresponding right-of use asset, or to profit or loss if the carrying amount of the right-of-use asset is fully written down.

Employee benefits

Short-term employee benefits

Liabilities for wages and salaries, including non-monetary benefits, annual leave and long service leave expected to be settled wholly within 12 months of the reporting date are measured at the amounts expected to be paid when the liabilities are settled.

Fair value measurement

When an asset or liability, financial or non-financial, is measured at fair value for recognition or disclosure purposes, the fair value is based on the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date; and assumes that the transaction will take place either: in the principal market; or in the absence of a principal market, in the most advantageous market.

Fair value is measured using the assumptions that market participants would use when pricing the asset or liability, assuming they act in their economic best interests. For non-financial assets, the fair value measurement is based on its highest and best use. Valuation techniques that are appropriate in the circumstances and for which sufficient data are available to measure fair value, are used, maximising the use of relevant observable inputs and minimising the use of unobservable inputs.

Goods and Services Tax ('GST') and other similar taxes

Revenues, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the tax authority. In this case it is recognised as part of the cost of the acquisition of the asset or as part of the expense.

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the tax authority is included in other receivables or other payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to the tax authority, are presented as operating cash flows.

Commitments and contingencies are disclosed net of the amount of GST recoverable from, or payable to, the tax authority.

Note 1. Significant accounting policies (continued)

New Accounting Standards and Interpretations not yet mandatory or early adopted

Australian Accounting Standards and Interpretations that have recently been issued or amended but are not yet mandatory, have not been early adopted by the Volunteering Victoria for the annual reporting period ended 30 June 2020. The Volunteering Victoria has not yet assessed the impact of these new or amended Accounting Standards and Interpretations.

Note 2. Critical accounting judgements, estimates and assumptions

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the reported amounts in the financial statements. Management continually evaluates its judgements and estimates in relation to assets, liabilities, contingent liabilities, revenue and expenses. Management bases its judgements, estimates and assumptions on historical experience and on other various factors, including expectations of future events, management believes to be reasonable under the circumstances. The resulting accounting judgements and estimates will seldom equal the related actual results. The judgements, estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities (refer to the respective notes) within the next financial year are discussed below.

Estimation of useful lives of assets

The Board of Volunteering Victoria determines the estimated useful lives and related depreciation and amortisation charges for its property, plant and equipment and finite life intangible assets. The useful lives could change significantly as a result of technical innovations or some other event. The depreciation and amortisation charge will increase where the useful lives are less than previously estimated lives, or technically obsolete or non-strategic assets that have been abandoned or sold will be written off or written down.

Employee benefits provision

As discussed in note 1, the liability for employee benefits expected to be settled more than 12 months from the reporting date are recognised and measured at the present value of the estimated future cash flows to be made in respect of all employees at the reporting date. In determining the present value of the liability, estimates of attrition rates and pay increases through promotion and inflation have been taken into account.

Note 3. Revenue

	2020	2019
	\$	\$
Recurrent grants	668,151	445,016
Project related grants	118,764	336,035
Fundraising and sponsorships	-	3,000
Memberships	96,975	89,812
Training and consulting services	66,004	174,966
Interest	457	2,071
Other revenue	157,479	3,586
	<u>1,107,830</u>	<u>1,054,486</u>

Note 4. Depreciation expense

Depreciation and amortisation

	2020	2019
	\$	\$
Depreciation: Furniture, computers & office equipment	2,692	5,954
Amortisation: Right-of-use asset	2,947	-
	<u>5,639</u>	<u>5,954</u>

Volunteering Victoria Inc.
Notes to the financial statements
30 June 2020

Note 5. Current assets - cash and cash equivalents

	2020	2019
	\$	\$
Cash on hand	-	290
Cash at bank	1,186,726	560,972
	<u>1,186,726</u>	<u>561,262</u>

Note 6. Current assets - trade and other receivables

	2020	2019
	\$	\$
Trade receivables	58,286	50,147
Provision for doubtful debts	(10,666)	-
	<u>47,620</u>	<u>50,147</u>
Other receivables	24,543	-
	<u>72,163</u>	<u>50,147</u>

Note 7. Current assets - other current assets

	2020	2019
	\$	\$
Prepayments	-	12,980
	<u>-</u>	<u>12,980</u>

Note 8. Non-current assets - property, plant and equipment

	2020	2019
	\$	\$
Furniture, computers & office equipment - at cost	161,628	158,434
Less: Accumulated depreciation	(159,272)	(156,580)
	<u>2,356</u>	<u>1,854</u>

Note 9. Non-current assets - right-of-use assets

	2020	2019
	\$	\$
Lease use asset	10,314	-
Less: Accumulated amortisation	(2,947)	-
	<u>7,367</u>	<u>-</u>

Volunteering Victoria Inc.
Notes to the financial statements
30 June 2020

Note 10. Current liabilities - trade and other payables

	2020	2019
	\$	\$
Trade payables	10,608	115,277
Superannuation payables	2,214	5,424
Wages payable	5,093	-
BAS payables	43,806	16,305
	<u>61,721</u>	<u>137,006</u>

Note 11. Current liabilities - lease liabilities

	2020	2019
	\$	\$
Lease liability	<u>7,473</u>	<u>-</u>

Note 12. Current liabilities - employee benefits

	2020	2019
	\$	\$
Provision for annual leave	<u>19,867</u>	<u>13,996</u>

Note 13. Current liabilities - Revenues received in advance

	2020	2019
	\$	\$
Memberships	84,419	94,874
Grants	776,300	203,967
Programs	5,330	-
	<u>866,049</u>	<u>298,841</u>

Note 14. Equity - retained surpluses

	2020	2019
	\$	\$
Retained surpluses at the beginning of the financial year	176,400	165,278
Surplus for the year	<u>137,102</u>	<u>11,122</u>
Retained surpluses at the end of the financial year	<u>313,502</u>	<u>176,400</u>

Note 15. Remuneration of auditors

During the financial year the following fees were paid or payable for services provided by , the auditor of the Volunteering Victoria:

	2020	2019
	\$	\$
<i>Audit services - William Buck</i>		
Audit of the financial statements	<u>6,500</u>	<u>6,000</u>

Volunteering Victoria Inc.
Notes to the financial statements
30 June 2020

Note 16. Contingent liabilities

Volunteering Victoria had no contingent liabilities as at 30 June 2020

Note 17. Events after the reporting period

No matter or circumstance has arisen since 30 June 2020 that has significantly affected, or may significantly affect the Volunteering Victoria's operations, the results of those operations, or the Volunteering Victoria's state of affairs in future financial years.

Note 18. Reconciliation of surplus to net cash from operating activities

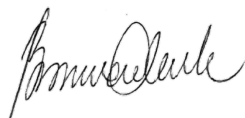
	2020	2019
	\$	\$
Surplus for the year	137,102	11,122
Adjustments for:		
Depreciation and amortisation	5,639	5,954
Net loss on recognition of leased asset	(2,841)	-
Change in operating assets and liabilities:		
Increase in trade and other receivables	(22,016)	(2,235)
Decrease/(increase) in prepayments	12,980	(12,980)
Increase/(decrease) in trade and other payables	(75,285)	91,937
Increase in employee benefits	5,871	8,996
Increase in deferred revenue	567,208	228,139
Net cash from operating activities	<u>628,658</u>	<u>330,933</u>

Volunteering Victoria Inc.
Officers' declaration
30 June 2020

In the opinion of the Board of Directors

- the Volunteering Victoria is not a reporting entity because there are no users dependent on general purpose financial statements. Accordingly, as described in note 1 to the financial statements, the attached special purpose financial statements have been prepared for the purposes of complying with the Australian Charities and Not-for-profits Commission Act 2012 and Victorian legislation the Associations Incorporation Reform Act 2012, the Fundraising Act 1998 and associated regulations;
- the attached financial statements and notes comply with the Accounting Standards as described in note 1 to the financial statements;
- the attached financial statements and notes give a true and fair view of the Volunteering Victoria's financial position as at 30 June 2020 and of its performance for the financial year ended on that date; and
- there are reasonable grounds to believe that the Volunteering Victoria will be able to pay its debts as and when they become due and payable.

On behalf of the Board of Directors



Bronwen Clark
Chair of the Board



Michael Wilson
Director

24 September 2020

Volunteering Victoria Inc.

Independent auditor's report to members

Report on the Audit of the Financial Statements

Opinion

We have audited the financial report of Volunteering Victoria Inc. (the Association), which comprises the statement of financial position as at 30 June 2020, the statement of profit or loss and other comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and officers' declaration.

In our opinion, the accompanying financial report presents fairly, in all material respects, the financial position of the Association as at 30 June 2020, and its financial performance and its cash flows for the year then ended in accordance with Associations Incorporations Reform Act 2012.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the Association in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter – Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist Volunteering Victoria Inc. to meet the requirements of the Associations Incorporations Act Reform Act 2012. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibilities of Management and Those Charged with Governance for the Financial Report

Management is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the Associations Incorporations Reform Act 2012 and for such internal control as management determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

ACCOUNTANTS & ADVISORS

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In preparing the financial report, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters relating 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 report as a whole is 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 the Australian 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 this financial report.

A further description of our responsibilities for the audit of these financial statements is located at the Auditing and Assurance Standards Board website at:

<http://www.auasb.gov.au/Pronouncements/Australian-Auditing-Standards/Auditors-Responsibilities.aspx>

This description forms part of our independent auditor's report.

A handwritten signature in blue ink that reads 'William Buck'.

William Buck Audit (Vic) Pty Ltd

ABN: 59 116 151 136

A handwritten signature in blue ink that reads 'C. L. Siddles'.

C. L. Siddles
Director

Melbourne: 24th September 2020