

**WYCLIFFE BIBLE TRANSLATORS  
OF CANADA INC.**

**Financial Statements**

**Year Ended August 20, 2019**

**WYCLIFFE BIBLE TRANSLATORS OF CANADA INC.**

**Index to Financial Statements**

**Year Ended August 20, 2019**

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## MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING


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The financial statements of Wycliffe Bible Translators of Canada Inc. have been prepared in accordance with Canadian accounting standards for not-for-profit organizations. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances. These statements include certain amounts based on management's estimates and judgments. Management has determined such amounts based on a reasonable basis in order to ensure that the financial statements are presented fairly in all material respects.

The integrity and reliability of Wycliffe Bible Translators of Canada Inc.'s reporting systems are achieved through the use of formal policies and procedures, the careful selection of employees and an appropriate division of responsibilities. These systems are designed to provide reasonable assurance that the financial information is reliable and accurate.

The Board of Directors is responsible for ensuring that management fulfills its responsibility for financial reporting and is ultimately responsible for reviewing and approving the financial statements. The Board carries out this responsibility principally through its Audit Committee. The Audit Committee is appointed by the Board and meets periodically with management and the members' auditors to review significant accounting, reporting and internal control matters. Following its review of the financial statements and discussions with the auditors, the Audit Committee reports to the Board of Directors prior to its approval of the financial statements. The Committee also considers, for review by the Board and approval by the members, the engagement or re-appointment of the external auditors.

The financial statements have been audited on behalf of the members by Dart Bryant LLP, in accordance with Canadian accounting standards for not-for-profit organizations.

  
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President

October 31, 2019



**DART BRYANT LLP**  
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## INDEPENDENT AUDITOR'S REPORT

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**To the Members of Wycliffe Bible Translators of Canada Inc.**

### **Opinion**

We have audited the financial statements of Wycliffe Bible Translators of Canada Inc. (the Organization), which comprise the statement of financial position as at August 20, 2019, and the statements of operations and changes in fund balances 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 Organization as at August 20, 2019, and its results of 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 Organization 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.

### **Other Information**

Management is responsible for the other information. The other information comprises the information, other than the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### **Responsibilities of Management and Those Charged with Governance for the Financial Statements**

Management is responsible for the preparation and fair presentation of the 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 Organization's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the

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going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization'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 Organization'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 Organization'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 Organization 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.

October 31, 2019



Chartered Professional Accountants

**WYCLIFFE BIBLE TRANSLATORS OF CANADA INC.**

**Statement of Financial Position**

**August 20, 2019**

	General Fund 2019	Capital Fund 2019	Designated Funds 2019	Total 2019	Total 2018
<b>ASSETS</b>					
<b>CURRENT</b>					
Cash & cash equivalents	\$ 506,059	\$ -	\$ 50,523	\$ 556,582	\$ 647,242
Investments (Notes 4, 6)	484,671	557,910	2,606,607	3,649,188	3,344,297
Accounts receivable	160,052	-	-	160,052	153,921
Inventory	3,901	-	-	3,901	3,121
GST recoverable	3,893	-	-	3,893	10,035
Prepaid expenses	119,121	-	-	119,121	101,807
	<u>1,277,697</u>	<u>557,910</u>	<u>2,657,130</u>	<u>4,492,737</u>	<u>4,260,423</u>
<b>CAPITAL ASSETS (Note 5)</b>					
	-	259,329	-	259,329	342,874
	<u>\$ 1,277,697</u>	<u>\$ 817,239</u>	<u>\$ 2,657,130</u>	<u>\$ 4,752,066</u>	<u>\$ 4,603,297</u>
<b>LIABILITIES</b>					
<b>CURRENT</b>					
Accounts payable and accrued liabilities	\$ 160,930	\$ -	\$ 424,717	\$ 585,647	\$ 466,634
Employee deductions payable	186,244	-	-	186,244	196,762
Investment trust agreement (Note 6)	-	-	185,000	185,000	135,000
	<u>347,174</u>	<u>-</u>	<u>609,717</u>	<u>956,891</u>	<u>798,396</u>
<b>FUND BALANCES</b>					
Externally restricted (Note 7)	-	-	2,041,458	2,041,458	1,994,588
Internally restricted (Note 7)	430,563	817,239	5,955	1,253,757	1,372,908
	<u>499,960</u>	<u>-</u>	<u>-</u>	<u>499,960</u>	<u>437,405</u>
Unrestricted	<u>930,523</u>	<u>817,239</u>	<u>2,047,413</u>	<u>3,795,175</u>	<u>3,804,901</u>
	<u>\$ 1,277,697</u>	<u>\$ 817,239</u>	<u>\$ 2,657,130</u>	<u>\$ 4,752,066</u>	<u>\$ 4,603,297</u>

COMMITMENTS (Note 9)

ON BEHALF OF THE BOARD

 Director

 Director

Please see Notes



**WYCLIFFE BIBLE TRANSLATORS OF CANADA INC.**  
**Statement of Operations and Changes in Fund Balances**  
**Year Ended August 20, 2019**

	General Fund 2019	Capital Fund 2019	Designated Funds 2019	Total 2019	Total 2018
<b>REVENUES</b>					
Donations					
- Missionary support: Field	\$ -	\$ -	\$ 10,177,831	\$ 10,177,831	\$ 10,817,959
- Missionary support: Other	-	-	4,168,891	4,168,891	4,259,546
- Field programs	-	-	1,187,117	1,187,117	1,131,700
- General	767,012	-	515,975	1,282,987	880,285
Government grants	4,486	-	-	4,486	7,528
Investment and other income	204,298	-	8,361	212,659	255,581
Foreign exchange gains (losses)	5,161	-	-	5,161	11,717
Gains (losses) on sale of assets	-	1,500	-	1,500	395,980
	980,957	1,500	16,058,175	17,040,632	17,760,296
<b>EXPENSES</b>					
Field programs					
- Missionary: Direct support	-	-	9,399,502	9,399,502	9,570,492
- Missionary: Travel	31,930	-	455,890	487,820	545,736
- Missionary: Other	142,668	39	85,123	227,830	217,179
- Projects	31,492	-	860,719	892,211	806,484
Communication	274,327	-	367,403	641,730	676,137
Public relations	116,737	-	543,898	660,635	693,210
Training	40,980	-	1,117,771	1,158,751	1,246,499
Administrative	1,105,614	-	1,383,764	2,489,378	2,340,365
Fundraising - Home assignment (Note 2)	-	-	683,757	683,757	672,438
- General development	289,119	-	-	289,119	179,987
Amortization	-	119,625	-	119,625	84,149
	2,032,867	119,664	14,897,827	17,050,358	17,032,676
<b>NET EXCESS (DEFICIENCY) OF OPERATIONS</b>	(1,051,910)	(118,164)	1,160,348	(9,726)	727,620
<b>INTERFUND TRANSFERS (Note 7)</b>	1,092,125	21,775	(1,113,900)	-	-
	40,215	(96,389)	46,448	(9,726)	727,620
<b>FUND BALANCES - beginning of year</b>	890,308	913,628	2,000,965	3,804,901	3,077,281
<b>FUND BALANCES - end of year</b>	\$ 930,523	\$ 817,239	\$ 2,047,413	\$ 3,795,175	\$ 3,804,901

Please see Notes

WYCLIFFE BIBLE TRANSLATORS OF CANADA INC.

Statement of Cash Flows

Year Ended August 20, 2019

	General Fund 2019	Capital Fund 2019	Designated Funds 2019	Total 2019	Total 2018
<b>OPERATING ACTIVITIES</b>					
Excess (deficiency) of operations	\$ (1,051,910)	\$ (118,164)	\$ 1,160,348	\$ (9,726)	\$ 727,620
Items not affecting cash:					
Amortization of capital assets	-	119,625	-	119,625	84,149
Interfund transfers	1,092,125	21,775	(1,113,900)	-	-
Gain on disposal of capital assets	-	(1,500)	-	(1,500)	(395,980)
	40,215	21,736	46,448	108,399	415,789
Changes in non-cash working capital:					
Accounts receivable	(6,131)	-	-	(6,131)	11,376
Inventory	(780)	-	-	(780)	6,700
Accounts payable and accrued liabilities	94,209	-	24,804	119,013	(112,141)
Prepaid expenses	(17,314)	-	-	(17,314)	(13,578)
GST recoverable	6,142	-	-	6,142	(5,758)
Employee deductions payable	(10,518)	-	-	(10,518)	(4,913)
	65,608	-	24,804	90,412	(118,314)
Cash flow from operating activities	105,823	21,736	71,252	198,811	297,475
<b>INVESTING ACTIVITIES</b>					
Additions to capital assets	-	(36,080)	-	(36,080)	(100,068)
Proceeds on disposal of capital assets	-	1,500	-	1,500	420,758
Short term investments (increase) decrease	(245,472)	12,844	(72,263)	(304,891)	(445,184)
Cash flow used by investing activities	(245,472)	(21,736)	(72,263)	(339,471)	(124,494)
<b>FINANCING ACTIVITY</b>					
Loan increase	-	-	50,000	50,000	100,000
Cash flow from financing activity	-	-	50,000	50,000	100,000
<b>INCREASE (DECREASE) IN CASH FLOW</b>	(139,649)	-	48,989	(90,660)	272,981
Cash - beginning of year	645,708	-	1,534	647,242	374,261
<b>CASH - END OF YEAR</b>	\$ 506,059	\$ -	\$ 50,523	\$ 556,582	\$ 647,242

Please see Notes



# WYCLIFFE BIBLE TRANSLATORS OF CANADA INC.

## Notes to Financial Statements

Year Ended August 20, 2019

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### 1. DESCRIPTION OF OPERATIONS

Wycliffe Bible Translators of Canada Inc. ("Wycliffe") works to end Bible poverty by facilitating the translation of God's Word among minority language communities worldwide. Wycliffe is incorporated under the Canada Not-For-Profit Corporations Act as a not-for-profit organization and is a registered charity under the Income Tax Act. As a registered charity the organization is exempt from the payment of income tax under Section 149(1) of the Income Tax Act.

The continued operations of Wycliffe are dependent on the continued support of interested individuals and organizations.

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### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared by management in accordance with Canadian accounting standards for not-for-profit organizations. The financial statements have, in management's opinion, been properly prepared using careful judgment with reasonable limits of materiality and within the framework of the significant policies summarized below.

#### (a) Fund accounting

The **General Fund** reports unrestricted general operational and administrative activities.

The **Capital Fund** reports the funding of and expenditure on property and equipment with original cost greater than \$5,000 and with an expected life of greater than three years. Internally restricted funds are set apart for future capital use. Replacements and repairs are recorded as expenses of the general fund.

The **Designated Fund** reports restricted contributions that are to be used for missionary support, special projects or have restrictions on when funds may be expended.

#### (b) Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, investments in equity instruments, mutual funds and exchange traded funds (ETF) with actively traded markets are reported at fair value, with any unrealised gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred. Certain investments have been segregated as non-current to provide for investment trust agreements.

#### (c) Cash and cash equivalents

Cash and cash equivalents consists of cash and short term deposits with original maturities less than one year at the time of purchase or having the capacity of prompt liquidation.

#### (d) Inventory

Inventory is valued at the lower of cost and net realizable value with the cost being determined on a first-in, first-out basis.

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**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)****(e) Capital assets**

Capital assets are stated at cost or deemed cost less accumulated amortization. Capital assets are amortized over their estimated useful lives on a straight-line basis at the following rates and methods:

Buildings	4%
Office Furniture and equipment	20%
Media equipment	20%
Printing arts equipment	20%
Vehicles	20%
Computer equipment	30%

The organization regularly reviews its capital assets to eliminate obsolete items.

Capital assets purchased or constructed for less than \$5,000 will be expensed in the year the asset is purchased or constructed. Assets costing \$5,000 or more will be capitalized and amortized over a period of years. Contributed assets are recorded at their estimated fair value at their date of contribution.

Capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

**(f) Revenue recognition**

Wycliffe Bible Translators of Canada Inc. follows the restricted fund method of accounting for contributions.

General donations, which are unrestricted contributions, are recognized as revenue in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonable assured.

Restricted donations are recognized as revenue of the appropriate restricted fund when received or receivable.

Grants are recognized as revenue when received or receivable

Investment and other income are recognized as revenue when earned.

Donated ("in-kind") goods which otherwise would be purchased for by Wycliffe are recorded at fair market value, when determinable, with the corresponding "in-kind" expense recorded at an equal amount.

**(g) Foreign currency translation**

Foreign currency transactions are accounted for using the temporal method whereby monetary items are translated at the rates of exchange prevailing at the statement of financial position date and revenues and expenses are translated at prevailing rates of exchange during the year. The resulting gains or losses are credited or charged to operations.

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**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*continued*)**

(h) Contributed services

Wycliffe receives the benefit of contributed services from numerous individuals in many service delivery capacities. Because of the difficulty in determining the quantum or the value of such services they have not been recognized in the financial statements.

(i) Measurement uncertainty

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, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

(j) Allocation of fundraising

The fundraising costs are allocated across funds. The designated fund fundraising costs consist primarily of members on home assignment raising support.

(k) Comparative figures

Certain comparative amounts have been reclassified to conform to the current year's presentation.

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**3. FINANCIAL INSTRUMENTS**

All financial instruments are recorded originally at Fair Value and are subsequently recorded at each year end date as follows:

Financial assets measured at amortized cost:

Cash

Accounts receivable

Accounts payable

Financial assets measured at fair value:

Investments - Equity and ETF funds in an active market are measured at fair market value (Note 4)

- Fixed income, bond and ETF funds are reported at fair value (Note 4)

The organization is exposed to various risks through its financial instruments and has an investment policy to monitor, evaluate and manage these risks. The following analysis provides information about the organization's risk exposure and concentration as of August 20, 2019.

Market risk

Market Risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk could include: currency risk and interest rate risk. The organization is mainly exposed to ETF and mutual funds held by brokerage houses.

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# WYCLIFFE BIBLE TRANSLATORS OF CANADA INC.

## Notes to Financial Statements

Year Ended August 20, 2019

### 3. FINANCIAL INSTRUMENTS *(continued)*

#### Currency risk

Currency risk is the risk to the organization's earnings that arise from fluctuations of foreign exchange rates and the degree of volatility of these rates. The organization is exposed to foreign currency exchange risk on cash, accounts receivable, and accounts payable in US\$. The organization does not use derivative instruments to reduce its exposure to foreign currency risk.

#### Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the organization manages exposure through its normal operating and financing activities. The organization is exposed to interest rate risk.

Unless otherwise noted, it is management's opinion that Wycliffe is not exposed to significant market, currency or credit risks arising from these financial instruments, nor does it believe there are significant concentrations of credit risk.

### 4. INVESTMENTS

	2019	2018
Cash & cash equivalent	\$ 1,622,639	\$ 954,912
Funds in fixed income, bond and ETF funds measured at fair market value	1,435,577	1,428,119
Funds in equity and ETF funds measured at fair market value	590,972	961,266
	<b>\$ 3,649,188</b>	<b>\$ 3,344,297</b>

Investments were segregated to provide for investment trust agreements. These investments were all placed with an asset manager into cash equivalent savings accounts. See Note 6.

### 5. CAPITAL ASSETS

	Cost	Accumulated amortization	2019 Net book value	2018 Net book value
Land	\$ 55,000	\$ -	\$ 55,000	\$ 55,000
Buildings	725,428	646,571	78,857	79,779
Office furniture and fixtures	65,807	62,915	2,892	5,054
Computer equipment and software	594,177	481,431	112,746	187,584
Media equipment	18,493	16,085	2,408	3,613
Printing arts equipment	238,299	230,873	7,426	11,844
	<b>\$ 1,697,204</b>	<b>\$ 1,437,875</b>	<b>\$ 259,329</b>	<b>\$ 342,874</b>

**WYCLIFFE BIBLE TRANSLATORS OF CANADA INC.**

**Notes to Financial Statements**

**Year Ended August 20, 2019**

**6. INVESTMENT TRUST AGREEMENT**

Investment trust agreements require the passage of a stated period of time or the occurrence of a particular event before all or part of the funds may be released. The principal is not recognized as income until the agreements vest with Wycliffe. These funds are placed with an asset manager under long term investments. See Note 4.

**7. FUND BALANCES**

	Total 2018	Revenues 2019	Expenses 2019	Transfers 2019	Total 2019
<b>General Fund</b>					
<u>Unrestricted</u>	\$ 437,404	\$ 980,957	\$ 2,032,867	\$ 1,114,466	\$ 499,960
<u>Internally restricted</u>					
- Reserve fund	452,904	-	-	(22,341)	430,563
	890,308	980,957	2,032,867	1,092,125	<b>930,523</b>
<b>Capital Fund</b>				(1)	
<u>Internally restricted</u>					
- Invested in capital assets	342,874	1,500	119,625	34,580	259,329
- Capital replacement reserve	190,960	-	-	(14,305)	176,655
- Toronto property reserve	379,794	-	39	1,500	381,255
	913,628	1,500	119,664	21,775	<b>817,239</b>
<b>Designated Funds</b>				(2)	
<u>Externally restricted</u>					
- Member projects	1,406,456	14,550,270	14,012,256	(497,006)	1,447,464
- Field projects	578,133	1,507,315	884,560	(616,894)	583,994
- Trust	10,000	-	-	-	10,000
	1,994,589	16,057,585	14,896,816	(1,113,900)	2,041,458
<u>Internally restricted</u>					
- Return on Trusts	6,376	590	1,011	-	5,955
Total designated	2,000,965	16,058,175	14,897,827	(1,113,900)	<b>2,047,413</b>
				(3)	
Grand Total	3,804,901	17,040,632	17,050,358	-	<b>3,795,175</b>

Interfund transfers were made as follows:

**General Fund (1)**

- Assessments received from designated funds	\$ 1,393,200
- Supplements paid to designated funds	(279,300)
- Capital asset reserve transfers	(21,775)
	<b>1,092,125</b>

**Capital Fund - Internally restricted (2)**

- Capital additions and amortization support received from General fund	34,580
- General fund transfers received	(14,305)
- Toronto property reserve transferred to support general fund costs	1,500
	<b>21,775</b>

**Designated Funds - Externally restricted (3)**

- Assessments paid to general fund	(1,393,200)
- Supplements received from general fund	279,300
	<b>(1,113,900)</b>

# WYCLIFFE BIBLE TRANSLATORS OF CANADA INC.

## Notes to Financial Statements

Year Ended August 20, 2019

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### 8. CREDIT FACILITIES

Wycliffe has available to it a revolving bank loan limited to \$175,000 and bearing interest at prime plus 1.25%. The revolving loan is secured by a general security agreement over the assets of Wycliffe. There is no outstanding balance at year end. Wycliffe has a \$111,500 credit card facility with RBC with an outstanding balance of \$3,224 (2018 - \$33,358) which is included in accounts payable and accrued liabilities.

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### 9. COMMITMENTS

The organization has entered into agreements with respect to software licenses, leasing certain office equipment and leasing premises. Future minimum payments as at August 20, 2019, are as follows:

	Premises	Operating	Total
2020	\$ 23,821	\$ 184,587	\$ 208,408
2021	23,821	-	23,821
2022	\$ 13,896	\$ -	\$ 13,896

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### 10. OTHER INFORMATION

Wycliffe works with Canada Institute of Linguistics Inc. ("CanIL") and Global PartnerLink Society (operating as OneBook) on certain projects.

Canada Institute of Linguistics trains linguists, translators and trainers so that all people may have access to the Bible in their own language. Canada Institute of Linguistics is incorporated under the Canada Not-For-Profit Corporations Act and is a separate charity under the Income Tax Act.

OneBook helps nationals reach their own people with the good news by financially and organizationally assisting them to translate the Bible. OneBook is incorporated under the Canada Not-For-Profit Corporations Act and is a separate charity under the Income Tax Act.

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