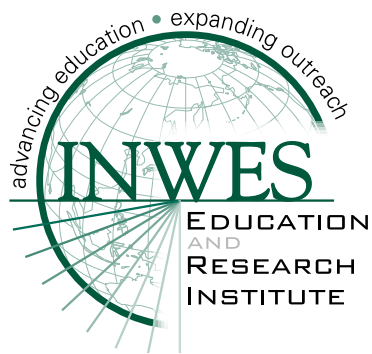




The INWES Education and Research Institute was formed in order to:

Advance education in the fields of science, technology, engineering and mathematics (STEM) worldwide through an international network of organisations, foundations and experts.

**2017-18
ANNUAL
REPORT**

INWES-ERI Sponsors



Social Sciences and
Humanities Research
Council of Canada

Conseil de recherches
en sciences humaines
du Canada

Canada



uOttawa

Science Faculty

Engineering Faculty

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Fonds de recherche – Nature et technologies
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engineerscanada
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**CWSE
CFSG**

**Réseau
National
Network**



**NSERC
CRSNG**

AFFE **STIM**

Association de la francophonie à propos des femmes en
sciences, technologies, ingénierie et mathématiques

INWES-ERI Partners



Library and Archives
Canada

Bibliothèque et Archives
Canada

Canada



uOttawa

Library

BOARD OF DIRECTORS



President
Dr. Monique Frize
Carleton University
Ottawa, ON, Canada



Secretary General
Dr. Anna Szemik-Hojniak
University of Wroclaw
Wroclaw, Poland



Treasurer 2017
Dr. Claire Deschênes
University Laval
Quebec, QC, Canada



Treasurer 2018
Margaret Layne, P.E.
Blacksburg, VA, USA



Dr. Mary Wells
University of Waterloo
Waterloo, ON, Canada



Dr. Uduakobong
Aniebiat OKON
Uyo, Akwa Ibom State
Nigeria



Prof. Ruby Heap
University of Ottawa
Ottawa, ON, Canada



Gail G. Mattson, P.E.
Brookhaven National Lab
Upton, NY, USA
Through October 2017



Dillip Pattanaik
Mallick Complex
Odisha, India

Marina Bokovay, University of Ottawa, Ottawa, ON, Canada
was elected in 2018 to replace Gail Mattson.



INWES EDUCATION AND RESEARCH INSTITUTE INTERNATIONAL HEADQUARTERS

INWES Education and Research Institute
Archives et collections spéciales |
Archives and Special Collections
Bibliothèque Morisset | Morisset Library
Université d'Ottawa | University of Ottawa
65 University Private, Ottawa, ON K1N 6N5

E-mail: secretariat@inwes-eri.org

Website: www.inwes-eri.org

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MESSAGE FROM THE PRESIDENT

■ 2017

The Institute met again this year via the internet through the kind sharing of Blue Jeans system by Gail Mattson. Our main project this year was the *Creation of the Canadian Archives of Women in Science and Engineering* led by Ruby, Claire, and I. The main activities consisted in designing a fundraising letter and sending it out to several potential donors. An application was made to Heritage Canada in 2016 and resubmitted in a smaller project for the Canada 150 Fund. This was not successful. However, we are hopeful that our fundraising in 2018 will be more successful.

Gail presented our activities at the INWES conference in India in the fall. She was also a very effective liaison person between INWES and our Institute. Gail was elected as President of INWES for the coming three years. Congratulations to Gail!

Claire, Ruby, and I were invited to make a presentation on the archives project at the one-day symposium in Vancouver at the end of August, organised by Mary Wells and her associates. It was an excellent event and our joint presentation was well received. Mary spoke about the necessity of the National Archive Project to be created and she hoped that Archives and Library Canada would be a partner as well as the Library at University of Ottawa (UO). These partners were definitely being considered as essential in our plans.

The members of our Board of Directors are quite excited about the archives project and we foresee that it will become one of our main activities in the coming years!

■ 2018

This year, Peggy Layne agreed to take on the responsibility of Treasurer. Peggy replaces Claire Deschênes who remains a Board member. This was our busiest year ever. Most of the activities were focused on the Canadian Archive of Women in STEM project. A partnership was created between our Institute and the University of Ottawa Library's Special Collection (UOLSC) and with Library and Archives Canada (LAC), as well as with Engineers Canada. Funds were provided by the National Sciences and Engineering Research Council, by Engineers Canada, by AFFESTIM, and by the the grant agency FRQ of the Government of Quebec.

The website at UOLSC is available and acts as a launching place for those looking for the archives of women involved in STEM in Canada: <https://biblio.uottawa.ca/en/women-in-stem/about>.

The group at UO also created a "how-to guide" to give guidance to women who have worked/are working in STEM and who are interested in donating their records. To date, 39 institutions have agreed to participate. They contacted all university archives in Canada and are now in the process of contacting provincial and municipal archives to request their participation; 284 entries are available to consult in the portal. Each entry represents a woman or organization or women who were involved in STEM fields. A student to work on publicizing this initiative through a contract from ERI has been hired. Very positive feedback was received from archival organizations who see the benefits of having their collections included in a nation-wide portal.

On June 19, the UO Library organized a launch of the Archives project with several key participants who spoke at this event: Minister Kirsty Duncan; Canada's Scientific Advisor, Mona Nemer; and several others. The event was very well attended.

Finally, in December 2018, we provided a contract to a web designer, Ms. Ginger Koolick, who is re-designing ERI's website. We are very excited and look forward to a completely new look in 2019. A strategic planning meeting will be held in February which will set our course for the next five years.

Best wishes to everyone and a huge thank you to ERI Board members and our partners who have worked hard to make it all happen!

Monique Frize, P. Eng., O.C., FIEEE

President, ERI

STRUCTURE OF THE ORGANISATION

Who We Are

The INWES Education and Research Institute (ERI) is a charitable organisation incorporated in Canada in November 2007 (Corporation number 445576-2) and registered as a Canadian Charitable organisation in February 2008 (BN 82690 2751 RR0001). The INWES Education and Research Institute was formed by the International Network of Women Engineers and Scientists (INWES) in order to: "Advance education in the fields of science, technology, engineering and mathematics (STEM) worldwide through an international network of organisations, foundations and experts." The ERI is governed by a Board of Directors and its processes are guided by the laws in Canada for charitable organisations. For more information visit the websites at: www.inweseri.org and www.inwes.org.

The Institute is governed by a Board of Directors. Its activities are planned and executed by following five axis: programs, research, education communications,

and fund development. Institute functions are administered by three committees: executive, finance and nominations.

Our Objectives

The primary objectives of the Institute are to advance education in the fields of science, technology, engineering and mathematics through the following programs:

1. creating the archives of Canadian women in science, engineering, mathematics and technology;
2. developing and maintaining a website to raise public awareness concerning these fields of study and to make the results of research available to the interested public.



Preservation of women in STEM achievements

Access to research and studies on women in STEM

Sharing of Best Practices in STEM outreach

INWES-ERI's objective is to advance education in the fields of science, technology, engineering and mathematics (STEM) through the following programs:

- Create the archives of Canadian women in science, engineering, mathematics and technology
- Website to raise public awareness and provide portal to resource centre

If you are interested in assisting the INWES-ERI in achieving its objectives by making a donation to fund a project in one of our program areas, please contact us at:

www.inwes-eri.org



COMMITTEE REPORTS

Executive Committee – Anna Szemik-Hojniak, Secretary General

The Institute Board of Directors and Committee Chairs function primarily through virtual meetings via the internet. The Board meets in person once a year at the Annual Meeting to handle

organisational and structural changes, review program plans, review the financial report, and approve the budget for the subsequent year.

Meetings held in 2017 - 2018:

2017: 19th March 2017- SKYPE meeting; 28th September (10#AGM) 2017- Blue Jeans platform.

2018: 15th Jan 2018- 21# Board Meeting-Blue Jeans platform; 21st Aug 2018-11# AGM – ZOOM platform, 17th Dec 2018 -22# Board Meeting by ZOOM platform.

Minutes of all of these meetings are available upon written request.

Research Committee – Ruby Heap, Committee Chair

Creating the Memories and Celebrating the Legacy of the Bold and the Brave: Building the Archives of Women Scientists and Engineers in Canada

Both 2017 and 2018 have been very busy years on the research front. Most of INWES-ERI's efforts during this period were focused on a large-scale project aimed at creating a Canadian Archive of Women in STEM, a goal which was successfully reached in June 2018.

As a reminder, the starting point of this project was a workshop entitled "Creating the Memories and Celebrating the Legacy of the Bold and the Brave: Building the Archives of Women Scientists and Engineers in Canada", held on September 11 and 12 2014 at the University of Ottawa. This activity was organised by Monique Frize, Claire Deschênes, and

Ruby Heap (INWES-ERI), in partnership with Catherine Mavriplis, professor at the University of Ottawa's Faculty of Engineering and holder of the NSERC (Natural Science and Engineering Research Council) /Pratt & Whitney Chair for Women in Science and Engineering for Ontario. The main funding for this scholarly activity was provided by the Social Sciences and Humanities Research Council of Canada (CRSH), through the award of a Connexion Grant. A total of 45 archivists, historians, women scientists and engineers, science journalists and policy makers came together to collection, preservation, development and sharing of records belonging to women in Canadian STEM. The workshop's key outcome was the creation of a task force mandated to work towards the creation of a national archive that would help build the history of women in Canadian STEM and celebrate their largely unknown legacy (See INWES-ERI Annual Report, 2015, pp.6-7.)



Launching event on June 19, 2018.

From left to right: Ruby Heap, Claire Deschênes, Monique Frize.

Considerable time was subsequently devoted to the promotion of this initiative in different venues, with a focus on national and international conferences. In August 2017, Monique Frize, Claire Deschênes and Ruby Heap presented the project at the Women of Innovation Symposium organised by Mary A. Wells (INWES-ERI member) and Anne Millar in Vancouver, Canada. In November 2017, Ruby Heap discussed the project on a panel held during Montreal's international

Gender Summit. In October 2017, Gail Mattson (INWES president), also presented the project to an international audience during the ICWES 17 meeting in New-Delhi, India. On another front, Monique Frize proceeded to give her papers to the University of

Ottawa, with Claire Deschênes announcing a similar transfer of her own records. Such a move on the part of our two colleagues had an important impact on the project's development.

Launching the Canadian Archive of Women in STEM. June 19th, 2018

Increasing signs of interest for the project were expressed throughout 2017 and 2018. A fundraising campaign was launched by Monique Frize, Claire Deschênes and Ruby Heap, which yielded financial contributions from organisations such as NSERC, Engineers Canada/Ingénieurs Canada, l'AFFESTIM (Association de la francophonie à propos des femmes en sciences, technologies, ingénierie et mathématiques), and the FRQ (Fonds de recherche du Québec). In the meantime, a succession of meetings with the University of Ottawa's Chief Librarian and the CEO of Library and Archives

Canada (LAC) resulted in the creation of a formal partnership between the University of Ottawa Library, LAC and INWES-ERI, which successfully negotiated the creation of the Canadian Archive of Women in STEM. The project was officially launched at the University of Ottawa on June 19th, 2018, in presence of the Honorable Kirsty Duncan, Minister of Science and Sport, of Dr. Mona Nemer, Canada's Chief Science Officer, of Guy Berthiaume, CEO of LAC and of Jacques Frémont, President and Vice-Chancellor of the University of Ottawa.



Left to right: Jacques Frémont (President, University of Ottawa), Guy Berthiaume (Librarian and Archivist of Canada), Monique Frize (ERI), Claire Deschênes (ERI), Édith Ducharme (Engineering Student, Université Laval), Mona Nemer (Chief Science Officer of Canada), Ruby Heap (ERI), Méliissa Fortin (Grad Student, Université Laval), Leslie Weir (Chief Librarian, University of Ottawa), Catherine Mavriplis (NSERC - Pratt & Whitney Chair for Women in Science and Engineering, Ontario Region)



uOttawa

The following links provide examples of the media coverage dedicated to this important event and its outcomes:

<https://www.canadianinsider.com/media-advisory---minister-duncan-to-highlight-the-government-of-canada-s-strong-support-for-science-at-the-launch-of-a-new-centre-of-expertise-for-women-in-stem>

<https://media.uottawa.ca/news/back-future-new-web-portal-celebrates-canadian-womens-contributions-stem-0>

<http://cwse-on.ca/news/events/286-the-canadian-archive-of-women-in-stem-celebrating-trailblazers>

<http://www.apegm.mb.ca/News.html#253>

https://www.womenscollegehospital.ca/news-and-events/Connect-2018/New-Canadian-Archive-of-Women-in-STEM-features-WCH-archival-materials?utm_source=Campaigner&utm_campaign=2018-W44&utm_content=Connect&cmp=1&utm_medium=Email

<https://engineerscanada.ca/news-and-events/news/archiving-the-accomplishments-of-women-in-stem>

The Canadian Archive of Women in STEM Archives and Special Collections University of Ottawa Library

Objectives:

The University of Ottawa Library and Library and Archives Canada, in partnership with the International Network of Women Engineers and Scientists-Education and Research Institute (INWES-ERI), is committed to increasing public access to and awareness of records documenting the work and the history of women in Canadian Science, Technology, Engineering, and Mathematics (STEM). The Canadian Archive of Women in STEM initiative aims to preserve and promote records of significant research value, produced by women and the organizations that support women, involved in STEM activities, including artefacts and digital objects. These archives will complement the current archival material collected at the University of Ottawa's Canadian Women's Movement Archives, which already includes records generated by women engineers and scientists.

This project also directly aims at preserving and providing access to professional material of women involved in STEM activities, artefacts and other digital objects. The main goal is to recover material that defines the work and stories of women in STEM

and preserving them for use by future generations at University of Ottawa library.

The project also has four key scientific and outreach objectives:

- 1) Discover the motivation of women who choose engineering and understand what their perspectives were on barriers to career advancement and retention.
- 2) Create a precious resource for historians who wish to write about women in STEM.
- 3) Offer critical insights into the past and current status and role of women in STEM.
- 4) Provide girls and women with role models who can inspire them to pursue such careers.

Main Features:

On December 19, 2018, Marina Bokovay, who is responsible for the University of Ottawa's Archives and Special Collections, to which the Canadian Archive of Women in STEM is linked, submitted this exciting report on the project's progress since its launch on June 19, 2018:

- Our web page is now available and acts as a launching place for those looking for the archives of women involved in STEM in Canada.
- We have created a "how-to guide" to give guidance to women who have worked/are working in STEM who are interested in donating their records.
- 39 institutions have so far agreed to participate with more to come. We have contacted all university archives in Canada and are now in the process of contacting provincial and municipal archives to request their participation.

- 284 entries are available to consult in our portal. Each entry represents a woman or organization or women who were involved in STEM fields.
- Thanks to our partner, INWES-ERI, we have just hired a student to work on publicizing this initiative.

We have received very positive feedback from archival organizations who see the benefits of having their collections included in a nation-wide portal. As we enter the next phase of contacting other archival organizations, we expect the same response and an increase in portal entries. We will also be increasing efforts to publicize the portal in order to grow support and strengthen networks (for more details, see next page)

Many thanks to all the institutions and partners who have supported this initiative.

The University of Ottawa Library Portal:

As a key facet of the project, the University of Ottawa Library is hosting a portal which aggregates all existing archival records relating to women in STEM across Canada. This portal will be a central resource for scholars researching women in STEM, and in Canada's history of science and engineering more generally. It will also serve as point of contact with women or organizations currently involved

in STEM who are thinking of donating their own records for posterity and will feature a practical resource on how to best organize and prepare records for donation to an archive. In this way, we will be highlighting past contributions of women in STEM while also capturing the current lived experiences of women in STEM for the benefit of future generations.

Recent developments:

I will end my report with two other recent initiatives that will most certainly elevate the project to another level:

Marina Bokovay and her team hired a student (Zoë Sienna Argiropulos-Hunter) who has the expertise to help with the following key actions:

- Create a blog to highlight relevant collections, individuals and events
- Develop an outreach strategy with a social media component
- Expand acquisitions by identifying women in other sectors who may want to donate records.

In December 2018, INWES-ERI hired a web designer (Ginger Koolick) with the goal to better outline the various events and outcomes linked to the Project.



A touching moment when Monique Frize presented her book to the Honourable Kirsty Duncan, at the project-launch on June 19th 2018.

Nominations Committee – Claire Deschênes, Committee Chair, Director

According to INWES-ERI By-Laws, the directors can be re-elected until replacements are named. As for the end of 2018, the Board of Directors was composed of:

- Claire Deschênes, (Canada), from February 2008,
- Monique Frize, (Canada), from February 2008,
- Ruby Heap, (Canada), from May 2011,
- Anna Szemik-Hojniak, (Poland) from October 2012,
- Margaret E. Layne, (USA), from July 2015
- Uduakobong Aniebiat Okon, (Nigeria), from March 2015
- Dillip Pattanaik, (India), from March 2015,
- Mary Wells, (Canada), from April 2017.

Treasurer's Report – Claire Deschênes, past Treasurer, and Margaret Layne, Treasurer

From January 1 to December 31, 2017

The Financial Statements 2017 and the Tax Return to the Canadian government 2016 (1144116.T16_INWES-ERI_Tax-return_2016_signed.pdf) were prepared by Michelle E. Huibers, CA, of Kelly Huibers McNeely Chartered Accountants as usual. No concern was raised.

The year 2017 started with net assets of \$10,555 and cash on hand of \$11,580..

From January 1st 2017 to December 31st 2017, INWES-ERI received no revenues and incurred expenses of \$770 for professional fees and administration. On December 31st 2017, INWES-ERI net assets were \$9785 and cash on hand was \$11,560.

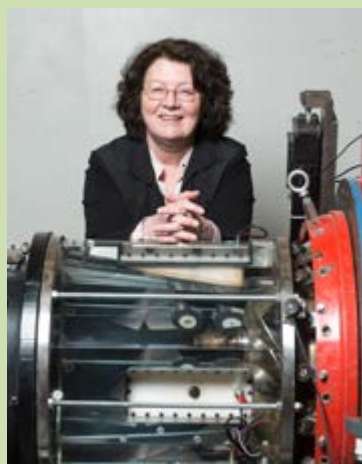
(All amounts in \$CDN)

From January 1 to December 15, 2018

- The year 2018 started with net assets of \$9,785 and cash on hand of \$11560.
- From January 1 to December 15th 2018, INWES-ERI received \$18,750 in donations from NSERC, Engineers Canada, the Association Affestim, and the provincial government of Quebec.
- From January 1st to December 15th 2018, INWES-ERI incurred expenses of \$3190 for travel and professional fees and administration. Financial reviews for 2016 and 2017 were completed and work to revise the INWES-ERI website was begun. Funds were also obligated for support of a student to process and catalog materials for the Canadian Archives of Women in STEM.
- On December 15th 2018, INWES-ERI net assets were \$21,744 and cash on hand was \$27,139.

Canadians Benefit from Effective Partnerships Between Universities and Industry

Innovation paves the road to success in the new global economy. The Synergy Awards for Innovation were launched in 1995 by NSERC to recognize partnerships in natural sciences and engineering research and development (R&D) between universities and Canadian industry. In 2014 a category for colleges was added. Since their inception, the Awards have honoured the most outstanding achievements of these collaborations in the natural sciences and engineering. By working together, award-winning companies and post-secondary institutions have proven that effective partnerships are the foundation of achievement. Their success has enriched the academic and research programs within Canadian post-secondary institutions while providing tangible benefits to Canadians.



Professor. Claire Deschênes (Laval University-Canada), who in 2015 received the NSERC Synergy Award for Innovation to the Hydraulic Machinery Consortium.



Consortium Members : Université Laval, Andritz Hydro Ltée, Hydro-Québec, Alstom Énergies Renouvelables Canada Inc., Ressources naturelles Canada, Voith Hydro Inc. The Consortium was led by Professor Claire Deschênes from the Université Laval. Claire is the INWES-ERI Board Director

FINANCIAL REVIEW 2017 - 2018



KELLY HUIBERS McNEELY
PROFESSIONAL CORPORATION

INDEPENDENT PRACTITIONERS' REVIEW ENGAGEMENT REPORT

To the Directors of
INWES Education and Research Institute

We have reviewed the accompanying financial statements of INWES Education and Research Institute that comprise the balance sheet as at December 31, 2017 and the statements of revenue and expenditures and net assets, and cash flows for the year then ended, 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

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us 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, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of INWES Education and Research Institute as at December 31, 2017, 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.

Kelly Huibers McNeely
Professional Corporation

Stittsville, Ontario
August 16, 2018

Authorized to practise public accounting by
The Chartered Professional Accountants of Ontario

1068 McGonigal St. W.
Arncliffe, Ontario K7S 1M4

9 Emily Street
Carleton Place, Ontario K7C 1R9

16 Gore Street West
Perth, Ontario K7H 2L6

5992 Hazeldean Rd.
Stittsville, Ontario K2S 1B9

Phone: 613-963-1430 (1-866-999-1339)

Fax: 613-686-3960 (Perth local 613-267-3949)

acctg@khmpc.ca

INWES EDUCATION AND RESEARCH INSTITUTE**BALANCE SHEET
(Prepared without Audit)****As at December 31, 2017**

	2017	2016
ASSETS		
CURRENT ASSETS		
Cash	\$ 11,560	\$ 11,580
	\$ 11,560	\$ 11,580
LIABILITIES		
CURRENT LIABILITIES		
Accounts payable and accrued liabilities	\$ 1,775	\$ 1,025
NET ASSETS	9,785	10,555
	\$ 11,560	\$ 11,580

**STATEMENT OF REVENUE AND EXPENDITURES AND NET ASSETS
(Prepared without Audit)****For the year ended December 31, 2017**

	2017	2016
EXPENDITURES		
Grant issued	\$ -	\$ 1,000
Office expense	20	20
Professional fees	<u>750</u>	<u>1,179</u>
NET EXPENDITURES	(770)	(2,199)
NET ASSETS - BEGINNING OF YEAR	10,555	12,754
NET ASSETS - END OF YEAR	\$ 9,785	\$ 10,555

The accompanying notes are an integral part of these financial statements.

INWES EDUCATION AND RESEARCH INSTITUTE

STATEMENT OF CASH FLOWS (Prepared without Audit)

For the year ended December 31, 2017

	2017	2016
CASH PROVIDED BY (USED IN)		
OPERATING ACTIVITIES		
Net expenditures	\$ (770)	\$ (2,199)
Net change in non-cash working capital item:		
Accounts payable and accrued liabilities	<u>750</u>	<u>275</u>
NET CHANGE IN CASH	(20)	(1,924)
CASH - BEGINNING OF YEAR	11,580	13,504
CASH - END OF YEAR	<u>\$ 11,560</u>	<u>\$ 11,580</u>

The accompanying notes are an integral part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS (Prepared without Audit)

December 31, 2017

1. NATURE OF ORGANIZATION

The INWES Education and Research Institute ("the Organization") was incorporated without share capital on November 29, 2007 under the provisions of Part II of the Canada Corporations Act, and continued under the Canada Not-for-profit Corporations Act on July 4, 2013. Effective December 29, 2008 the Organization was granted charitable status under Sec 149(1)(f) and is exempt from income taxes.

The Organization operates as an international education and research institute specifically focused on advancing education in the science, technology, engineering, and mathematics fields.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations. The principal accounting policies of the Organization are summarized as follows:

Revenue Recognition

Fundraising, grants and sponsorships are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Contributed Services

Volunteers contribute many hours per year to assist the Organization in carrying out its activities. These contributed services have not been recognized in the financial statements.

Foreign Currency Translation

Monetary assets and liabilities in foreign currency are translated at the exchange rate in effect at the balance sheet date, whereas, other assets and liabilities are translated at the exchange rate in effect at the transaction date. Revenue and expenditures in foreign currency are translated at the average rate in effect during the year. Gains and losses are included in net earnings for the year.

Accounting Estimates

The preparation of 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 dates of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from these estimates.

3. FINANCIAL INSTRUMENTS

Fair Value

The carrying values of cash and accounts payable and accrued liabilities approximate their fair value due to their short-term maturities.



KELLY HUIBERS McNEELY

PROFESSIONAL CORPORATION

INDEPENDENT PRACTITIONERS' REVIEW ENGAGEMENT REPORT

To the Directors of INWES Education and Research Institute

We have reviewed the accompanying financial statements of INWES Education and Research Institute that comprise the statement of financial position as at December 31, 2018 and the statements of revenue and expenditures and net assets, and cash flows for the year then ended, 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

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us 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, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of INWES Education and Research Institute as at December 31, 2018, 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.

Kelly Huibers McNeely
Professional Corporation

Stittsville, Ontario
April 29, 2019

Authorized to practise public accounting by
The Chartered Professional Accountants of Ontario

106B McGonigal St. W.
Arnprior, Ontario K7S 1M4

9 Emily Street
Carleton Place, Ontario K7C 1R9

16 Gore Street West
Perth, Ontario K7H 2L6

5992 Hazeldean Rd.
Stittsville, Ontario K2S 1B9

Phone: 613-963-1430 (1-866-999-1339)

Fax: 613-686-3960 (Perth local 613-267-3949)

acctg@khmpc.ca

INWES EDUCATION AND RESEARCH INSTITUTE

STATEMENT OF FINANCIAL POSITION
(Prepared without Audit)

As at December 31, 2018

	2018	2017
ASSETS		
CURRENT ASSETS		
Cash	\$ 27,139	\$ 11,560
	\$ 27,139	\$ 11,560
LIABILITIES		
CURRENT LIABILITIES		
Accounts payable and accrued liabilities	\$ 1,256	\$ 1,775
Deferred contributions (note 3)	<u>17,256</u>	<u>-</u>
	18,512	1,775
NET ASSETS	8,627	9,785
	\$ 27,139	\$ 11,560

STATEMENT OF REVENUE AND EXPENDITURES AND NET ASSETS
(Prepared without Audit)

For the year ended December 31, 2018

	2018	2017
REVENUE		
Canadian Archives of Women in STEM project	\$ <u>1,494</u>	\$ <u>-</u>
EXPENDITURES		
Bank charges	5	-
Office expense	-	20
Professional fees	1,153	750
Project expenses	<u>1,494</u>	<u>-</u>
	<u>2,652</u>	<u>770</u>
NET EXPENDITURES	(1,158)	(770)
NET ASSETS - BEGINNING OF YEAR	9,785	10,555
NET ASSETS - END OF YEAR	\$ 8,627	\$ 9,785

INWES EDUCATION AND RESEARCH INSTITUTE

STATEMENT OF CASH FLOWS
(Prepared without Audit)

For the year ended December 31, 2018

	2018	2017
CASH PROVIDED BY (USED IN)		
OPERATING ACTIVITIES		
Net expenditures	\$ (1,158)	\$ (770)
Net change in non-cash working capital items:		
Accounts payable and accrued liabilities	(519)	750
Deferred contributions	<u>17,256</u>	<u>-</u>
NET CHANGE IN CASH	15,579	(20)
CASH - BEGINNING OF YEAR	11,560	11,580
CASH - END OF YEAR	\$ 27,139	\$ 11,560

The accompanying notes are an integral part of these financial statements.

INWES EDUCATION AND RESEARCH INSTITUTE

NOTES TO THE FINANCIAL STATEMENTS
(Prepared without Audit)

December 31, 2018

1. NATURE OF ORGANIZATION

The INWES Education and Research Institute ("the Organization") was incorporated without share capital on November 29, 2007 under the provisions of Part II of the Canada Corporations Act, and continued under the Canada Not-for-profit Corporations Act on July 4, 2013. Effective December 29, 2008 the Organization was granted charitable status under Sec 149(1)(f) and is exempt from income taxes.

The Organization operates as an international education and research institute specifically focused on advancing education in the science, technology, engineering, and mathematics fields.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations. The principal accounting policies of the Organization are summarized as follows:

Revenue Recognition

Unrestricted fundraising, grants and sponsorships are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Restricted contributions are deferred and recognized as revenue in the year in which the related expenses are incurred.

Contributed Services

Volunteers contribute many hours per year to assist the Organization in carrying out its activities. These contributed services have not been recognized in the financial statements.

Foreign Currency Translation

Monetary assets and liabilities in foreign currency are translated at the exchange rate in effect at the balance sheet date, whereas, other assets and liabilities are translated at the exchange rate in effect at the transaction date. Revenue and expenditures in foreign currency are translated at the average rate in effect during the year. Gains and losses are included in net earnings for the year.

Accounting Estimates

The preparation of 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 dates of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from these estimates.

3. DEFERRED CONTRIBUTIONS

During the year, the Organization received contributions of \$18,750 in relation to the Canadian Archives of Women in STEM project and incurred corresponding expenses of \$1,494. The funds remaining in relation to the project at year end are \$17,256.

4. FINANCIAL INSTRUMENTS

The Organization's financial instruments consist of cash and accounts payable and accrued liabilities. It is Management's opinion that the fair value of these instruments is not materially different than their cost and that the Organization is not exposed to significant interest rate, currency or credit risk.

INWES-ERI Sponsorship Program

BRONZE LEVEL (\$500 to \$1,000)

The sponsor's name is mentioned on the ERI website, in the program brochure for events, and in the Annual Report.

SILVER LEVEL (\$1,001 to \$2,500)

The sponsor's name and logo will be on the ERI website, in the program brochure where relevant, and a quarter-page ad in the Annual Report.

GOLD LEVEL (\$2,501 to \$5,000)

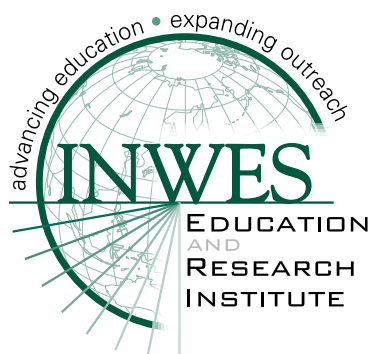
This level has the same benefits as Silver, except a half-page ad in the Annual Report. The workshop participation fee is waived for one person.

PLATINUM LEVEL (\$5,001 to \$10,000)

The level has the same benefits as Gold, except a full-page ad in the Annual Report. The workshop fee is waived for two persons. The sponsor's name will be mentioned in press releases, media information kits, and other publications.

All dollar amounts are in \$CAD.

www.inwes-eri.org



CONTACT INFORMATION:

INWES EDUCATION AND RESEARCH INSTITUTE INTERNATIONAL HEADQUARTERS

INWES Education and Research Institute

Archives et collections spéciales | Archives and Special Collections

Bibliothèque Morisset | Morisset Library

Université d'Ottawa | University of Ottawa

65 University Private, Ottawa, ON K1N 6N5

E-mail: secretariat@inwes-eri.org • Website: www.inwes-eri.org

A large, stylized world map in a reddish-pink hue, overlaid on a grid pattern. The map is centered on the Atlantic Ocean, showing the continents of North America, South America, Europe, and Africa. The background of the entire lower half of the page is a gradient of blue and purple with a subtle grid pattern.

WWW.INWES-ERI.ORG