

Central Student Association

APPROVED

OPERATING BUDGET 2022 – 2023

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Reviewed by Finance Committee on April 4, 2022

Served as Notice on April 6, 2022

Approved by CSA Board of Directors on April 11, 2022

Comments & General Overview of the 2022-2023 Budget

The 2022-2023 budget was set in consultation with the CSA Finance Committee and has been reviewed in its entirety by the President and the Executive Committee. On April 4, 2022, the Finance Committee reviewed and recommended forward the proposed budget for presentation to, and approval by, the CSA Board of Directors.

The CSA's operating budget is divided into **15** portfolios: each an area of concentration with an assigned budget holder responsible for overseeing expenses and managing the finances. The President is to be knowledgeable of all aspects of the budget, day to day finances and at all times, to take into consideration the long-term financial sustainability of the CSA, as a not-for-profit organization. Portfolios are expected to be spent out during the fiscal year (May 1 to April 30). Any net revenue remaining at year end from operations funded by CSA membership fees is transferred into the CSA's Accumulated Surplus. A portion of the surplus is internally restricted to ensure our long term financial viability. However, the balance remaining is available for special projects and initiatives that better provide service to students.

Funds received from the FoodBank, SafeWalk and Media/Entertainment fees have been proportionately allocated per the original referendum questions. Any net revenue at year end from these portfolios or any other budget line funded from these fees, is transferred to dedicated reserve accounts for future use.

The CSA student fee increases annually by the Consumer Price Index (CPI) for Ontario as announced by the University administration in January of every year; the CPI increase for 2022-2023 is 3.5%. CSA fees for full-time undergraduate students will increase from \$19.79 to \$20.48. Similarly, the part time undergraduate fee will increase from \$6.19 to \$6.41. Enrollment is not expected to increase. Total revenue from CSA membership fees is anticipated at **\$785,000.00** for 2022-2023.

The CSA's budget is also dependent on revenue from 'other' sources to fund our operations. This revenue stream has been erratic since January 2019 for reasons far beyond our control. From the impact of the PC government's legislated Student Choice Initiative (**SCI**), which changed the financial position of all Ontario university student groups in 2019-2020, to the havoc wreaked by the global pandemic, revenues from the Bullring, Printing and Promotional Services, Live Entertainment, campus investments and interest earned, and the Imaginus poster sale were shattered. That said, 2021-2022 marked a year of transition. As restrictions slowly lifted and students returned to campus, the CSA moved toward operational and financial recovery.

Unlike the budgets of the past three years, the 2022-2023 budget is well funded, forward looking, hopeful of an optimistic future, and is driven by our CSA Mandate and Indicators of Success. This budget provides a financial opportunity to reset our presence on campus and be central to the needs of students. It provides funds to increase our ability to engage and promote the CSA, support operational excellence, increase programming, meet our legislative requirements, provide valuable and relevant services, and create rewarding employment and volunteer opportunities for students.

The significant variances to our budget when comparing year over year are as direct result of the lessons learned from the Student Choice Initiative and the impact of the global pandemic.

STUDENT FEE & REVENUE SUMMARY 2022-2023

| PORTFOLIO | CSA Fees | Entertain Fees | Other Revenue | Budget Total |
|--------------------------------------|----------------------|----------------------|----------------------|------------------------|
| Academic | \$ 46,000.00 | \$ - | \$ 4,500.00 | \$ 50,500.00 |
| Administration | \$ 444,500.00 | \$ 11,000.00 | \$ 164,000.00 | \$ 619,500.00 |
| Bullring | \$ - | \$ 15,000.00 | \$ 564,500.00 | \$ 579,500.00 |
| Council | \$ 64,100.00 | \$ 7,265.00 | \$ - | \$ 71,365.00 |
| External | \$ 47,450.00 | \$ - | \$ - | \$ 47,450.00 |
| Films | \$ - | \$ 11,360.00 | \$ - | \$ 11,360.00 |
| FoodBank | \$ - | \$ - | \$ 155,900.00 | \$ 155,900.00 |
| Live Entertainment | \$ - | \$ 22,000.00 | \$ - | \$ 22,000.00 |
| Programmer | \$ 5,500.00 | \$ - | \$ 19,000.00 | \$ 24,500.00 |
| Promotion Service | \$ 47,600.00 | \$ - | \$ 16,715.00 | \$ 64,315.00 |
| Student Experience | \$ 30,500.00 | \$ 12,000.00 | \$ - | \$ 42,500.00 |
| Service Programme Summary | | | | (see below) |
| Bike Centre | \$ 49,000.00 | \$ - | \$ 3,650.00 | \$ 52,650.00 |
| Clubs | \$ 28,650.00 | \$ - | \$ - | \$ 28,650.00 |
| SafeWalk | \$ - | \$ - | \$ 33,900.00 | \$ 33,900.00 |
| Student Help & Advocacy Centre | \$ 21,700.00 | \$ - | \$ - | \$ 21,700.00 |
| TOTAL PROPOSED BUDGET | \$ 785,000.00 | \$ 78,625.00 | \$ 962,165.00 | \$ 1,825,790.00 |
| TOTAL ANTICIPATED FEES | \$ 785,000.00 | \$ 78,625.00 | | |
| TOTAL PREVIOUS BUDGET 2021-22 | \$ 758,000.00 | \$ 153,020.00 | \$ 639,950.00 | \$ 1,550,970.00 |

| RESTRICTED FEES Not part of CSA Operating Budget | Actual YTD Feb 28/22 | Receivable (Payable) | Anticipated 22-23 Fees/Rev | Fees/Surplus Revenue 22-23 |
|--|-------------------------|-------------------------|-------------------------------|-------------------------------|
| Affordable Housing | \$ 155,256.00 | \$ - | \$ 51,250.00 | \$ 206,506.00 |
| Bus Pass | \$ - | \$ - | \$ 5,890,000.00 | \$ 5,890,000.00 |
| Late Night Bus Pass | \$ - | \$ - | \$ 367,800.00 | \$ 367,800.00 |
| Late Night Service Reserve | \$ 58,876.00 | \$ 46,000.00 | \$ - | \$ 104,876.00 |
| Cannon - CSA Portion of Surplus | \$ 55,738.00 | \$ (5,000.00) | \$ - | \$ 50,738.00 |
| Dental Plan | | \$ - | \$ 2,184,000.00 | \$ 2,184,000.00 |
| Dental Plan Reserve | \$ 828,335.00 | \$ (37,037.00) | \$ (77,760.00) | \$ 713,538.00 |
| Entertainment Fee Reserve | \$ 119,197.00 | \$ 105,700.00 | \$ - | \$ 224,897.00 |
| FoodBank Reserve | \$ 29,323.00 | \$ 15,000.00 | | \$ 44,323.00 |
| Health Plan | | \$ - | \$ 4,059,000.00 | \$ 4,059,000.00 |
| Health Plan Reserve | \$ 644,608.00 | \$ 68,400.00 | \$ (134,786.00) | \$ 578,222.00 |
| Menstrual Hygiene Products | \$ 87,904.00 | \$ - | \$ - | \$ 87,904.00 |
| SafeWalk Reserve | \$ (8,109.00) | | \$ 13,109.00 | \$ 5,000.00 |

| ENTERTAINMENT / MEDIA FEE | | | | | | |
|---|------|----------------------------|--------------------|---------------------------------------|----------------------------|--------------------|
| ** Media Fee is split between CSA 60%, CFRU 20%, Ontarion 20% | | | | | | |
| Distribution | | 2021-2022 | | | 2022-2023 | |
| | | Fee Charged Per Student | 37500 | | Fee Charged Per Student | 37500/18500 |
| | | | ~Total 3 Semesters | | | ~Total 3 Semesters |
| CFRU - Media | 20% | \$ 1.38 | \$ 51,750.00 | | \$ 1.42 | \$ 53,250.00 |
| Ontarion - Media | 20% | \$ 1.38 | \$ 51,750.00 | | \$ 1.42 | \$ 53,250.00 |
| CSA - Concerts/Speakers | 40% | \$ 2.73 | \$ 102,375.00 | | \$ 2.83 | \$ 52,355.00 |
| CSA - Films | 10% | \$ 0.68 | \$ 25,500.00 | CSA = \$4.25 Fee suspended in F'22 | \$ 0.71 | \$ 13,135.00 |
| CSA - Cross Campus Events | 10% | \$ 0.68 | \$ 25,500.00 | | \$ 0.71 | \$ 13,135.00 |
| TOTALS | 100% | \$ 6.85 | \$ 153,375.00 | | \$ 7.09 | \$ 78,625.00 |

| Entertainment Fee (ENT) | | | | | |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|
| CONCERTS | 2017-2018 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 |
| Live Ent - Concerts | \$ 28,400.00 | \$ 22,500.00 | \$ - | \$ - | \$ - |
| Live Ent - Free Concerts | \$ 23,000.00 | \$ 18,250.00 | \$ 85,000.00 | \$ 75,000.00 | \$ 22,000.00 |
| Live Ent - Speakers | \$ 12,000.00 | \$ 10,000.00 | \$ - | \$ - | \$ - |
| Human Rights/SHAC - Speakers | \$ 3,300.00 | \$ - | \$ - | \$ - | \$ - |
| Bullring Entertainment | \$ 10,500.00 | \$ 10,500.00 | \$ - | \$ 12,000.00 | \$ 15,000.00 |
| Coordination Expenses | \$ 15,000.00 | \$ 11,250.00 | \$ 15,000.00 | \$ 15,000.00 | \$ 7,500.00 |
| TOTAL | \$ 92,200.00 | \$ 72,500.00 | \$ 100,000.00 | \$ 102,000.00 | \$ 44,500.00 |
| ENTERTAINMENT FEE | \$ 93,255.80 | \$ 72,610.00 | \$ 100,068.00 | \$ 102,375.00 | \$ 52,355.00 |
| <i>Over (Under)</i> | <i>\$ (1,055.80)</i> | <i>\$ (110.00)</i> | <i>\$ (68.00)</i> | <i>\$ (375.00)</i> | <i>\$ (7,855.00)</i> |
| FILMS | | | | | |
| Free Film Series | \$ 9,850.00 | \$ 7,850.00 | \$ 21,200.00 | \$ 22,000.00 | \$ 11,360.00 |
| Film Cost Subsidy | \$ 9,850.00 | \$ 7,850.00 | \$ - | \$ - | \$ - |
| Coordination Expenses | \$ 3,500.00 | \$ 2,400.00 | \$ 3,500.00 | \$ 3,500.00 | \$ 1,750.00 |
| TOTAL | \$ 23,200.00 | \$ 18,100.00 | \$ 24,700.00 | \$ 25,500.00 | \$ 13,110.00 |
| ENTERTAINMENT FEE | \$ 23,221.80 | \$ 18,084.00 | \$ 24,924.00 | \$ 25,500.00 | \$ 13,135.00 |
| <i>Over (Under)</i> | <i>\$ (21.80)</i> | <i>\$ 16.00</i> | <i>\$ (224.00)</i> | <i>\$ -</i> | <i>\$ (25.00)</i> |
| CAMPUS WIDE EVENTS | | | | | |
| College Royal | \$ 6,484.00 | \$ 6,750.00 | \$ 6,892.00 | \$ 7,020.00 | \$ 7,265.00 |
| Cultural Entertainment Events (PDR) | \$ 2,000.00 | \$ - | \$ - | \$ - | \$ - |
| O-Week Programming (Student Experience) | \$ 5,500.00 | \$ 8,000.00 | \$ 8,000.00 | \$ 8,000.00 | \$ 12,000.00 |
| Programming (Student Experience) | | | \$ 6,500.00 | \$ 7,000.00 | \$ - |
| Meal Exchange Trick or Eat | \$ 6,900.00 | \$ - | \$ - | \$ - | \$ - |
| Coordination Expenses | \$ 3,500.00 | \$ 3,350.00 | \$ 3,500.00 | \$ 3,500.00 | \$ 1,750.00 |
| TOTAL | \$ 24,384.00 | \$ 18,100.00 | \$ 24,892.00 | \$ 25,520.00 | \$ 21,015.00 |
| ENTERTAINMENT FEE | \$ 23,221.80 | \$ 18,084.00 | \$ 24,924.00 | \$ 25,500.00 | \$ 13,135.00 |
| <i>Over (Under)</i> | <i>\$ 1,162.20</i> | <i>\$ 16.00</i> | <i>\$ (32.00)</i> | <i>\$ 20.00</i> | <i>\$ 7,880.00</i> |
| ACCUMULATED TOTALS | | | | | |
| Budget Total | \$ 139,784.00 | \$ 108,700.00 | \$ 149,592.00 | \$ 153,020.00 | \$ 78,625.00 |
| Anticipated ENT Fee Total | \$ 140,000.00 | \$ 108,700.00 | \$ 150,000.00 | \$ 153,375.00 | \$ 78,625.00 |
| <i>(Remaining to Spend)</i> | <i>\$ (216.00)</i> | <i>\$ -</i> | <i>\$ (408.00)</i> | <i>\$ (355.00)</i> | <i>\$ -</i> |

Note: Coordination Expenses generally total \$22,000.00. The corresponding Entertainment Student Fee is found in the Administration Budget. In 2022-2023, the Entertainment portion of the fee was suspended in the Summer and Fall semesters to draw down our substantial reserve. As such, Coordination Expenses were reduced by 50% to \$11,000.

ACADEMIC: Budget 2022-2023

| Account No. | Account Name | YTD Feb 28/22 | BUDGET 21-22 | BUDGET 22-23 |
|--------------------|--|---------------|---------------|---------------|
| Revenue | | | | |
| 24100 | CSA Student Fees | 45,000 | 45,000 | 46,000 |
| 24120 | Student Health Plan Reserve Support - Memorial | 2,480 | - | 4,000 |
| 24140 | Bullring Promotional Support - Artwork | - | - | 500 |
| | | | | |
| | TOTAL REVENUE | 47,480 | 45,000 | 50,500 |
| Expenditure | | | | |
| 24200 | Salaries (Includes 3% RSP/Educ) | 31,460 | 38,565 | 39,240 |
| 24220 | Employee Benefits | 3,796 | 4,825 | 5,110 |
| 24450 | Academic Campaigns | - | 350 | 350 |
| 24451 | Student Artwork @ Bullring | 880 | 800 | 1,000 |
| 24452 | Student Memorial Tree Service | 2,480 | - | 4,000 |
| 24453 | Teaching Excellence Award | - | 150 | 400 |
| 24600 | Advertising & Promotion | - | 135 | 150 |
| 24800 | Supplies | - | 75 | 150 |
| 24870 | Photocopying | 44 | 100 | 100 |
| | | | | |
| | TOTAL EXPENSES | 38,660 | 45,000 | 50,500 |
| | | | | |
| | Under (Over) Budget | 8,820 | - | - |

Notes:

- 24120/24452** The total cost of the Student Memorial Tree Service is paid through the Student Health Plan Reserve. The reserve is managed by the Student Health & Dental Plan Committee. The VP Academic must submit a final report with all budget information to the committee before funds are released. The cost related to the purchase and maintenance of a memorial tree in the UofG Arboretum is incurred every other year, however a service is held every academic year and each tree has two plaques installed - one for each academic year. The cost to purchase and maintain a memorial tree is \$2,000; services generally cost between \$800 and \$1,600 depending on the number of anticipated family members and friends. A tree will be purchased in 2022-2023.

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Finance Committee

ADMINISTRATION (President): Budget 2022-2023

| Account No. | Account Name | YTD Feb 28/22 | BUDGET 21-22 | BUDGET 22-23 |
|--------------------|--|----------------|----------------|----------------|
| Revenue | | | | |
| 82100 | CSA Student Fees | 385,823 | 377,080 | 444,500 |
| 82101 | Entertainment Student Fee <i>(General Coordination)</i> | 13,014 | 22,000 | 11,000 |
| 82200 | Dental Plan - Admin Fee | 18,000 | 18,000 | 18,000 |
| 82300 | Health Plan - Admin Fee | 28,500 | 28,500 | 28,500 |
| 82600 | Other Income <i>(Admin Fees BR, MHI, SW, Cannon, misc)</i> | 10,959 | 27,170 | 51,625 |
| 82620 | Pro Ink - Net | 85 | - | 325 |
| 82700 | UCS - ROI (Digital Signs & Photo Arts Space) | - | 11,250 | 11,250 |
| 82870 | Black & White Photocopy Income | 304 | 500 | 500 |
| 82875 | Colour Photocopy Income | 1,197 | 1,500 | 1,500 |
| 82910 | Bus Pass - Net | - | - | 40,000 |
| 82920 | Interest Earned | 7,957 | 8,000 | 12,300 |
| | TOTAL REVENUE | 465,839 | 494,000 | 619,500 |
| Expenditure | | | | |
| 83200 | Salaries/Wages <i>(includes RSP benefit)</i> | 275,889 | 340,000 | 406,800 |
| 83210 | Student Risk Management | 3,751 | 550 | 570 |
| 83220 | Employee Benefits | 27,362 | 35,150 | 42,500 |
| 83380 | Professional Fees <i>(Audit/Legal/HR)</i> | 43,065 | 37,000 | 44,000 |
| 83390 | Travel <i>(Business Office mileage, guest parking)</i> | 43 | 300 | 330 |
| 83440 | Temporary Wages | - | 2,000 | 3,500 |
| 83500 | Staff Appreciation <i>(incls coffee/water, mtg food, year end)</i> | 1,138 | 2,000 | 3,000 |
| 83501 | Staff Training (incls WSIB) & Transition | 303 | 3,000 | 3,300 |
| 83550 | Purchase of Equipment | 3,307 | 6,000 | 14,000 |
| 83600 | Advertising & Promotion | 1,194 | 5,000 | 10,000 |
| 83610 | Promotional Swag | 1,000 | 2,500 | 5,000 |
| 83660 | Software/Licensing/CCS Managed Desktops | 14,281 | 14,000 | 16,000 |
| 83700 | University Services <i>(lock/keys/minor repairs)</i> | 2,192 | 700 | 3,000 |
| 83701 | Leasehold Improvements | - | - | 18,000 |
| 83800 | Office Supplies <i>(includes postage chrgs)</i> | 7,618 | 8,000 | 9,000 |
| 83820 | Telephone and Internet <i>(all lines)</i> | 9,590 | 11,800 | 11,800 |
| 83850 | Maintenance & Repair | 440 | 300 | 700 |
| 83870 | Photocopier Expense | 11,333 | 11,500 | 13,000 |
| 83900 | Bank Charges | 1,194 | 1,200 | 1,600 |
| 83930 | Insurance | 12,730 | 13,000 | 13,400 |
| | TOTAL EXPENSES | 416,430 | 494,000 | 619,500 |
| | Under (Over) Budget | 49,409 | - | - |

Wages Include

83200 President, Office Manager, Policy & Transition Manager, Business Manager
FT Bookkeeper, PT Bookkeeper, FT HR Coordinator, PT Front Office Assistants (3) F/W

BULLRING: Budget 2022-2023

| Account No. | Account Name | YTD Feb 28/22 | BUDGET 21-22 | BUDGET 22-23 |
|--------------------|---|-----------------|----------------|----------------|
| Revenue | | | | |
| 92100 | CSA Student Fees | - | - | - |
| 92101 | Entertainment Student Fee *(net zero, see #93400) | 1,528 | 12,000 | 15,000 |
| 92425 | Beverage Sales - Gross Margin | 45,752 | 47,000 | 80,000 |
| 92465 | Food Sales - Gross Margin | 202,796 | 292,000 | 473,000 |
| 92490 | Miscellaneous Income (less register/over) | 1,992 | 35,750 | 11,500 |
| | | | | |
| | TOTAL REVENUE | 252,068 | 386,750 | 579,500 |
| Expenditure | | | | |
| 93200 | Managerial Salaries (incls 10% RSP benefit) | 122,593 | 148,450 | 117,720 |
| 93210 | Hourly Wages | 112,161 | 105,000 | 255,600 |
| 93220 | Managerial Benefits | 11,447 | 13,350 | 13,430 |
| 93225 | Hourly Staff Benefits | 10,971 | 12,000 | 21,230 |
| 93250 | Staff Safety Training | 295 | 300 | 1,000 |
| 93280 | Staff Appreciation/Uniform (FixedTerm) | 756 | 500 | 2,000 |
| 93290 | Staff Meals | - | 6,080 | - |
| 93380 | Administrative Fee to CSA Operating | 10,925 | 21,850 | 45,200 |
| 93390 | Travel/Mileage | 51 | 50 | 200 |
| 93400 | Entertainment Costs * | 1,528 | 12,000 | 15,000 |
| 93550 | Purchase of Equipment/Furniture | - | - | 5,500 |
| 93560 | Lease of Equipment | 1,190 | 1,500 | 1,500 |
| 93580 | Maintenance of Equipment | 2,882 | 1,500 | 3,500 |
| 93590 | Maintenance of Front House | 3,036 | 1,000 | 1,500 |
| 93600 | Advertising & Promotion | 2,101 | 1,000 | 4,000 |
| 93660 | Memberships & Licenses | 1,484 | 1,030 | 1,050 |
| 93700 | University Services | 130 | 1,000 | 1,000 |
| 93720 | University Space Costs | 13,189 | 13,000 | 15,830 |
| 93730 | Express Card Commission/LCR Rental | 18,551 | 23,000 | 36,200 |
| 93735 | Debit Machine Commission/Rental | 3,145 | 4,100 | 6,550 |
| 93800 | Supplies (incls replacement flatware) | 10,189 | 6,000 | 15,000 |
| 93810 | Janitorial Supplies | 1,909 | 1,500 | 2,800 |
| 93815 | Janitorial Services | 3,463 | 5,500 | 7,000 |
| 93870 | Photocopying | 65 | 40 | 90 |
| 93930 | Insurance | 6,365 | 7,000 | 6,600 |
| | | | | |
| | TOTAL EXPENSES | 338,426 | 386,750 | 579,500 |
| | | | | |
| | Under (Over) Budget | (86,358) | - | - |

COUNCIL: Budget 2022-2023

| Account No. | Account Name | YTD Feb 28/22 | BUDGET 21-22 | BUDGET 22-23 |
|-------------------------------|---|---------------|---------------|---------------|
| Revenue | | | | |
| 22100 | CSA Student Fees | 50,000 | 50,000 | 64,100 |
| 22101 | Entertainment Fee <i>(see below *)</i> | 7,020 | 7,020 | 7,265 |
| 22560 | Survival Guide Revenue | - | - | - |
| | TOTAL REVENUE | 57,020 | 57,020 | 71,365 |
| Expenditure | | | | |
| PDR Committee Motion Required | | | | |
| 23200 | Grants - Fall & Winter | 5,428 | 9,000 | 10,000 |
| CSA Executive Motion Required | | | | |
| 23390 | Travel & Conferences: CSA Staff | - | 500 | 1,000 |
| 23391 | Travel & Conference: CFS/CFS-O | - | 1,500 | 1,500 |
| 23392 | Travel & Conference: Student Leadership | - | 200 | 500 |
| 23510 | Executive Visioning/Training /Transition 50/50 split | 290 | 1,000 | 1,500 |
| 23515 | Executive Discretionary Fund | 180 | 1,000 | 2,000 |
| President | | | | |
| 23225 | Grants - CSA FoodBank Support | 7,500 | 7,500 | 7,500 |
| 23226 | Grants - Move Out Madness | - | 500 | - |
| 23228 | Grants - College Royal * <i>(Entertainment Fee Funding)</i> | 7,020 | 7,020 | 7,265 |
| 23300 | Elections | 8,028 | 11,000 | 11,500 |
| 23440 | Honoraria (Chair/Scribe) | 3,995 | 4,500 | 5,500 |
| 23500 | Board Training & Appreciation | 3,780 | 7,300 | 9,000 |
| 23560 | Residence Room Stuffer | - | - | 7,200 |
| 23750 | General Members Meeting (Fall & Winter) | - | 5,000 | 6,200 |
| 23800 | Supplies | 94 | 500 | 500 |
| 23870 | Photocopying | - | 500 | 200 |
| | TOTAL EXPENSES | 36,315 | 57,020 | 71,365 |
| Under (Over) Budget | | 20,705 | - | - |

Note: * Accounts are linked through the Entertainment Fees (College Royal grant is subject to COLA)

Prepared March 2022
Finance Committee

| EXTERNAL: Budget 2022-2023 | | | | |
|----------------------------|----------------------------------|---------------|---------------|---------------|
| Account No. | Account Name | YTD Feb 28/22 | BUDGET 21-22 | BUDGET 22-23 |
| | | | | |
| Revenue | | | | |
| 25100 | CSA Student Fees | 46,500 | 46,500 | 47,450 |
| | | | | |
| | TOTAL REVENUE | 46,500 | 46,500 | 47,450 |
| | | | | |
| Expenditure | | | | |
| 25200 | Salaries (incl 3% Education/RSP) | 31,459 | 38,565 | 39,240 |
| 25220 | Employee Benefits | 3,532 | 4,825 | 5,110 |
| 25450 | Campaigns & Solidarity Events | 769 | 2,400 | 2,400 |
| 25600 | Advertising & Promotion | - | 385 | 400 |
| 25660 | Memberships & Subscriptions | 50 | 50 | 50 |
| 25800 | Supplies | - | 75 | 150 |
| 25870 | Photocopying | 29 | 200 | 100 |
| | | | | |
| | TOTAL EXPENSES | 35,839 | 46,500 | 47,450 |
| | | | | |
| | Under (Over) Budget | 10,661 | - | - |

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Finance Committee

FILMS: Budget 2022-2023

| Account No. | Account Name | YTD Feb 28/22 | BUDGET 21-22 | BUDGET 22-23 |
|--------------------|--------------------------------|---------------|---------------|---------------|
| Revenue | | | | |
| 42101 | Entertainment Student Fees | 22,000 | 22,000 | 11,360 |
| 42400 | Door Receipts/Misc Revenue | - | - | - |
| | | | | |
| | TOTAL REVENUE | 22,000 | 22,000 | 11,360 |
| Expenditure | | | | |
| 43210 | Temporary Wages | - | 200 | |
| 43400 | Film Rental | 1,000 | 12,800 | 11,000 |
| 43550 | Purchase of Equipment/Upgrades | - | 6,000 | |
| 43600 | Advertising & Promotion | 125 | 1,000 | 300 |
| 43660 | Memberships/Domain renewal | 30 | 50 | 30 |
| 43800 | Supplies | - | 200 | |
| 43840 | Freight & Shipping | - | 50 | |
| 43850 | Maintenance of Film Equipment | - | 1,600 | |
| 43870 | Photocopying | - | 100 | 30 |
| | | | | |
| | TOTAL EXPENSES | 1,155 | 22,000 | 11,360 |
| | | | | |
| | Under (Over) Budget | 20,845 | - | - |

Prepared March 2022

Finance Committee

| FOODBANK: Budget 2022-2023 | | | | |
|----------------------------|--------------------------------------|----------------|----------------|----------------|
| Account No. | Account Name | YTD Feb 28/22 | BUDGET 21-22 | BUDGET 22-23 |
| Revenue | | | | |
| 28100 | FB Student Fees: Undergraduate | 116,917 | 109,100 | 119,000 |
| 28120 | Solicitations | 24,357 | 10,000 | 8,900 |
| 28130 | FB Student Fees: Graduate | 12,867 | 19,070 | 20,000 |
| 28135 | CSA Support | 7,500 | 7,500 | 7,500 |
| 28140 | Bullring Support for Cooking Classes | - | - | 500 |
| | TOTAL REVENUE | 161,641 | 145,670 | 155,900 |
| Expenditure | | | | |
| 28210 | Co-ordinators Wages | 36,748 | 49,378 | 51,047 |
| 28220 | Employee Benefits | 3,890 | 3,722 | 4,890 |
| 28390 | Transportation Costs | - | 100 | 200 |
| 28450 | Cooking Classes | - | - | 500 |
| 28451 | Garden Supplies (In & Out) | - | 160 | 340 |
| 28500 | Volunteer Appreciation | - | - | 400 |
| 28501 | Staff or Volunteer Training | 155 | 400 | 220 |
| 28510 | Compassionate Fund | - | 200 | 200 |
| 28540 | Food Acquisition | 75,856 | 85,250 | 95,000 |
| 28541 | Special Diet | 1,520 | 3,840 | - |
| 28600 | Advertising | 153 | 550 | 300 |
| 28700 | University Services | - | 300 | 250 |
| 28800 | Supplies | 2,061 | 1,700 | 2,500 |
| 28870 | Photocopying | - | 70 | 53 |
| | TOTAL EXPENSES | 120,383 | 145,670 | 155,900 |
| | Under (Over) Budget | 41,258 | - | - |

| | | | | | |
|--------------|-------------------------------------|-----------------------|-----|-----------|------------------|
| Staff | FoodBank Coordinator - full time | 35 hrs/wk | | \$ | 36,157.00 |
| | 3% RSP/ESP Benefit for FT staff | | | \$ | 1,085.00 |
| | Assistant - May 9 - April 21, 2023 | S-7 hrs, FW 12 hrs/wk | 444 | \$ | 7,530.00 |
| | Assistant - Sept 6 - April 21, 2023 | 12 hrs/wk | 370 | \$ | 6,275.00 |
| | | | | \$ | 51,047.00 |

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LIVE ENTERTAINMENT: Budget 2022-2023

| Account No. | Account Name | YTD Feb 28/22 | BUDGET 21-22 | BUDGET 22-23 |
|--------------------|-------------------------------------|---------------|---------------|---------------------------|
| | | | | <i>F'22 Fee Suspended</i> |
| Revenue | | | | |
| 32101 | Entertainment Student Fees | 75,000 | 75,000 | 22,000 |
| 32400 | Tickets / Sales | 650 | - | - |
| 32500 | Partnership Support | - | - | - |
| | | | | |
| | TOTAL REVENUE | 75,650 | 75,000 | 22,000 |
| | | | | |
| Expenditure | | | | |
| 33210 | Temporary Wages | - | - | - |
| 33400 | Performer Fees | 5,240 | 24,000 | 12,000 |
| 33410 | Performer Rider | 217 | 1,400 | 1,000 |
| 33420 | Setup & Sound/Streaming | 2,725 | 17,950 | 7,000 |
| 33500 | Partnership Expenses | - | - | - |
| 33550 | Purchase of Equipment/Sound/Staging | 668 | 6,000 | - |
| 33600 | Advertising & Promotion | - | 2,000 | 600 |
| 33700 | Facility Costs | 1,000 | 23,000 | 1,000 |
| 33720 | Free Concert Programming | - | - | - |
| 33730 | Community Concert Programming - Net | - | - | - |
| 33740 | Speakers | - | - | - |
| 33800 | Supplies | 70 | 550 | 300 |
| 33870 | Photocopying | - | 100 | 100 |
| | | | | |
| | TOTAL EXPENSES | 9,920 | 75,000 | 22,000 |
| | | | | |
| | Under (Over) Budget | 65,730 | - | - |

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PROGRAMMER (Gen Entertainment): Budget 2022-2023

| Account No. | Account Name | YTD Feb 28/22 | BUDGET 21-22 | BUDGET 22-23 |
|--------------------|----------------------------|-----------------|---------------|---------------------------|
| | | | | <i>Student Experience</i> |
| Revenue | | | | <i>Coordinator</i> |
| 72100 | CSA Student Fees | 78,400 | 78,400 | 5,500 |
| 72600 | Imaginus Sales - Net | - | - | 19,000 |
| | | | | |
| | TOTAL REVENUE | 78,400 | 78,400 | 24,500 |
| | | | | |
| Expenditure | | | | |
| 73200 | Salary/Wages | 106,597 | 71,700 | 21,700 |
| 73220 | Employee Benefits | 3,788 | 6,700 | 2,500 |
| 73800 | Supplies | - | - | 300 |
| | | | | |
| | TOTAL EXPENSES | 110,385 | 78,400 | 24,500 |
| | | | | |
| | Under (Over) Budget | (31,985) | - | - |

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PROMOTIONAL SERVICES: Budget 2022-2023

| Account No. | Account Name | YTD Feb 28/22 | BUDGET 21-22 | BUDGET 22-23 |
|--------------------|--|---------------|---------------|---------------|
| Revenue | | | | |
| 52100 | CSA Student Fees | 51,700 | 51,700 | 47,600 |
| 52300 | Graphic Design | - | - | 1,000 |
| 52400 | Postering - Net | 1,650 | 2,500 | 6,500 |
| 52500 | Large Format Service - Net | 2,013 | 2,500 | 5,000 |
| 52600 | Button Maker & Miscellaneous - Net | 77 | - | 215 |
| 52700 | Space Rentals - Kiosk & UC Banner | 1,516 | 2,000 | 4,000 |
| | TOTAL REVENUE | 56,956 | 58,700 | 64,315 |
| Expenditure | | | | |
| 53200 | Wages - Promotional Services Coordinator | 41,047 | 49,306 | 48,410 |
| 53210 | Wages - Poster Runners | 1,662 | 2,850 | 5,540 |
| 53220 | Benefits - Promotional Services Coordinator | 4,182 | 6,044 | 5,240 |
| 53225 | Benefits - Poster Runners | 103 | 125 | 225 |
| 53600 | Advertising & Promotion | 130 | - | 600 |
| 53660 | Memberships & Subscriptions | - | 300 | 300 |
| 53800 | Supplies <i>(including poster stands, sandwich boards)</i> | 19 | 75 | 4,000 |
| 53870 | Photocopying | - | - | - |
| | TOTAL EXPENSES | 47,143 | 58,700 | 64,315 |
| | Under (Over) Budget | 9,813 | - | - |

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STUDENT EXPERIENCE: Budget 2022-2023

| Account No. | Account Name | YTD Feb 28/22 | BUDGET 21-22 | BUDGET 22-23 |
|--------------------|---|---------------|---------------|---------------|
| | | | | |
| Revenue | | | | |
| 27100 | CSA Student Fees | 48,340 | 48,340 | 30,500 |
| 27101 | Entertainment Fee: Cross Campus Orientation | 15,000 | 15,000 | 12,000 |
| | | | | |
| | TOTAL REVENUE | 63,340 | 63,340 | 42,500 |
| | | | | |
| Expenditure | | | | |
| 27200 | Salaries <i>(Includes 3% Education/RSP)</i> | 23,043 | 37,860 | 19,280 |
| 27220 | Employee Benefits | 3,213 | 4,770 | 2,640 |
| 27450 | Orientation Week <i>(included Sexy Bingo in 2021-22)</i> | 13,217 | 15,000 | 12,000 |
| 27453 | Summer Programming | - | 200 | 800 |
| 27454 | Fall Programming <i>(includes Stressbusters)</i> | 863 | 2,500 | 2,500 |
| 27455 | Winter Programming <i>(Includes Stressbusters & Last Toast)</i> | - | 2,500 | 4,500 |
| 27600 | Advertising & Promotion | 131 | 300 | 530 |
| 27800 | Supplies | 63 | 75 | 150 |
| 27870 | Photocopying | 102 | 135 | 100 |
| | | | | |
| | TOTAL EXPENSES | 40,632 | 63,340 | 42,500 |
| | | | | |
| | Under (Over) Budget | 22,708 | - | - |

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| SERVICE PROGRAMMES: <u>Budgeted</u> Allocation of Funding | | | | | | |
|---|-------|----------------|---------------|---------------|---------------|---------------|
| Account Name | | PROGRAMMES | Bike Centre | Clubs | SafeWalk | SHAC |
| REVENUE | | | | | | |
| CSA Student Fees | 62100 | 99,350 | 49,000 | 28,650 | - | 21,700 |
| Solicitations/SSF - Undergraduate | 62120 | 35,400 | 3,400 | - | 32,000 | |
| SSF - Graduate | 62130 | 1,900 | - | | 1,900 | |
| Other Income from Sales | 62400 | 250 | 250 | - | | |
| | | 136,900 | 52,650 | 28,650 | 33,900 | 21,700 |
| EXPENDITURES | | | | | | |
| Co-ordinators/Temp Wages | 63210 | 78,729 | 44,366 | 8,310 | 12,721 | 13,332 |
| Employee Benefits | 63220 | 6,481 | 4,734 | 400 | 709 | 638 |
| Professional Fees (Legal Aid) | 63380 | 6,000 | - | - | - | 6,000 |
| CSA Administrative Fee - SW | 63370 | 3,050 | - | - | 3,050 | - |
| Conference/Taxi/Van Rental | 63390 | 1,400 | - | - | 1,400 | |
| Campaigns/Events/Workshops | 63450 | 1,700 | 700 | 400 | - | 600 |
| Volunteer Appreciation/Training | 63500 | 2,200 | 500 | - | 1,200 | 500 |
| SW Electric Vehicle | 63550 | 12,500 | - | - | 12,500 | - |
| Advertising & Promotion | 63600 | 4,900 | 1,000 | 2,000 | 1,400 | 500 |
| Schedule Software/Security Agmts | 63660 | 15,250 | 250 | 15,000 | - | - |
| Club Days Set Up | 63700 | 2,440 | - | 2,440 | - | - |
| Supplies | 63800 | 1,500 | 1,100 | 70 | 250 | 80 |
| Telephone/Internet x 53200 | 63820 | 600 | - | - | 600 | - |
| Photocopying | 63870 | 150 | - | 30 | 70 | 50 |
| | | 136,900 | 52,650 | 28,650 | 33,900 | 21,700 |

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For Information Only: See *Programmes Budget*

| BIKE CENTRE: Budget 2022-2023 | | | | |
|-------------------------------|---------------------------------------|---------------|---------------|---------------|
| Account No. | Account Name | YTD Feb 28/22 | BUDGET 21-22 | BUDGET 22-23 |
| | | | | |
| | | | | |
| BIKE 62100 | CSA Student Fees | 25,700 | 25,700 | 49,000 |
| 62120 | Donations/Fundraising | 160 | 3,400 | 3,400 |
| 62335 | Solicitation Surplus from Previous Yr | - | - | - |
| 62400 | Sales - net | (378) | 250 | 250 |
| | | | | |
| | TOTAL REVENUE | 25,482 | 29,350 | 52,650 |
| | | | | |
| Expenditure | | | | |
| BIKE 63210 | Co-ordinators Wages | 16,712 | 23,910 | 44,366 |
| 63220 | Employee Benefits (CPP & EI) | 1,545 | 1,840 | 4,734 |
| 63450 | Workshops | 160 | 300 | 700 |
| 63500 | Volunteer Appreciation | - | 450 | 500 |
| 63600 | Advertising | 16 | 600 | 1,000 |
| 63660 | Scheduling Software/Licensing | 220 | - | 250 |
| 63800 | Supplies and tools | 7 | 2,250 | 1,100 |
| 63870 | Photocopying | 5 | - | - |
| | | | | |
| | TOTAL EXPENSES | 18,665 | 29,350 | 52,650 |
| | | | | |
| | Under (Over) Budget | 6,817 | - | - |

| | | | | | |
|--------------|--|-----------------|---------|-----------|------------------|
| Staff | Bike Centre Coordinator - FT (includes 3% RSP/ESP) | 35 hrs/wk | | \$ | 37,242.00 |
| | Bike Centre Assistant - May 9 to Apr 21/23 | 10 hrs/wk S/F/W | 420 hrs | \$ | 7,124.00 |
| | | | | \$ | 44,366.00 |

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For Information Only: See *Programmes Budget*

| CLUBS: Budget 2022-2023 | | | | |
|-------------------------|---|---------------|---------------|---------------|
| Account No. | Account Name | YTD Feb 28/22 | BUDGET 21-22 | BUDGET 22-23 |
| | | | | |
| Revenue | | | | |
| CLUB 62100 | CSA Student Fees | 15,900 | 15,900 | 28,650 |
| | TOTAL REVENUE | | | |
| | | 15,900 | 15,900 | 28,650 |
| Expenditure | | | | |
| CLUB 63210 | Co-ordinators Wages | 6,615 | 8,154 | 8,310 |
| 63220 | Employee Benefits (CPP, EI) | 432 | 426 | 400 |
| 63450 | Meeting Expenses (food & incentives) | - | 300 | 400 |
| 63600 | Advertising & Promo (includes engagement activity Winter Sem) | 98 | 220 | 2,000 |
| 63660 | UC Services - Security/Maintenance Club Hallway | 6,000 | 6,000 | 15,000 |
| 63700 | Club Days (Setup & incentive prizes, \$500 per semester) | - | 720 | 2,440 |
| 63800 | Supplies | - | 50 | 70 |
| 63870 | Photocopying | 3 | 30 | 30 |
| | | | | |
| | TOTAL EXPENSES | 13,148 | 15,900 | 28,650 |
| | | | | |
| | Under (Over) Budget | 2,752 | - | - |

| | | | | | |
|--------------|--|---------------------|-----------|-----------|-----------------|
| Staff | Administrative Coordinator - Sept 6 to Apr 21, 2023 | 25 Flex + 10 hrs/wk | 325 Hours | \$ | 5,511.50 |
| | Clubs Programming Coordinator - Sept 6 to Apr 21, 2023 | 15 Flex + 5 hrs/wk | 165 Hours | \$ | 2,798.50 |
| | | | | \$ | 8,310.00 |

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| SAFEWALK: Budget 2022-2023 | | | | |
|----------------------------|--|---------------|---------------|---------------|
| Account No. | Account Name | YTD Feb 28/22 | BUDGET 21-22 | BUDGET 22-23 |
| Revenue | | | | |
| Safe 62120 | SW Student Fees - Undergraduate | 28,891 | 30,810 | 32,000 |
| 62130 | SW Student Fees - Graduate | 1,805 | 1,520 | 1,900 |
| | TOTAL REVENUE | 30,696 | 32,330 | 33,900 |
| Expenditure | | | | |
| Safe 63210 | Co-ordinators Wages | 8,277 | 11,898 | 12,721 |
| 63220 | Employee Benefits (CPP, EI) | 568 | 633 | 709 |
| 63350 | Surplus/Deficit Transfer Line | - | - | |
| 63370 | CSA Administrative Fee (equal to 9% of student fees) | 2,762 | 2,900 | 3,050 |
| 63390 | Taxi Expenses | 250 | 1,400 | 1,400 |
| 63500 | Volunteer Appreciation & Training | 237 | 1,150 | 1,200 |
| 63550 | Electric Vehicle (purchase/maintenance) | - | 12,000 | 12,500 |
| 63600 | Advertising | 234 | 1,400 | 1,400 |
| 63800 | Supplies | 26 | 225 | 250 |
| 63820 | Telephone Charges (including UoG x53200) | 220 | 600 | 600 |
| 63870 | Photocopying | - | 124 | 70 |
| | TOTAL EXPENSES | 12,574 | 32,330 | 33,900 |
| | Under (Over) Budget | 18,122 | - | - |

| | | | | | |
|--------------|--|-----------------------|-----|-----------|------------------|
| Staff | SafeWalk Coordinator - Sept 6 to April 21, 2023 | 40 Flex + 12.5 hrs/wk | 395 | \$ | 6,700.00 |
| | SafeWalk Volunteer & PR - Sept 6 to April 21, 2023 | 10 Flex + 12.5 hrs/wk | 355 | \$ | 6,021.00 |
| | | | | \$ | 12,721.00 |

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For Information Only: See Programmes Budget

| STUDENT HELP & ADVOCACY CENTRE: Budget 2022-2023 | | | | |
|--|--------------------------------------|---------------|---------------|---------------|
| Account No. | Account Name | YTD Feb 28/22 | BUDGET 21-22 | BUDGET 22-23 |
| | | | | |
| SHAC 62100 | CSA Student Fees | 19,380 | 19,380 | 21,700 |
| | | | | |
| | TOTAL REVENUE | 19,380 | 19,380 | 21,700 |
| | | | | |
| Expenditure | | | | |
| SHAC 63210 | Co-ordinators Wages | 9,810 | 13,080 | 13,332 |
| 63220 | Employee Benefits (CPP & EI) | 639 | 610 | 638 |
| 63380 | Professional Fees (Legal Aid Clinic) | 5,000 | 5,000 | 6,000 |
| 63450 | Information/Awareness Events | 75 | 410 | 600 |
| 63500 | Volunteer Training & Appreciation | - | - | 500 |
| 63600 | Advertising & Promotion | - | 200 | 500 |
| 63800 | Supplies (incls Resource Material) | - | 30 | 80 |
| 63870 | Photocopying | 1 | 50 | 50 |
| | | | | |
| | TOTAL EXPENSES | 15,525 | 19,380 | 21,700 |
| | | | | |
| | Under (Over) Budget | 3,855 | - | - |

| | | | | | |
|--------------|--|--------------------|-----|-----------|------------------|
| Staff | SHAC Coordinator - Sept 6 to April 21, 2023 | 40 Flex +12 hrs/wk | 400 | \$ | 6,784.00 |
| | Assistant Coordinator - Sept 6 to April 22, 2023 | 13 Flex + 6 hrs/wk | 193 | \$ | 3,274.00 |
| | Assistant Coordinator - Sept 6 to April 22, 2023 | 13 Flex + 6 hrs/wk | 193 | \$ | 3,274.00 |
| | | | | \$ | 13,332.00 |

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