



*the 2018-2019*  
**UTSU Operating and Capital Budgets**  
*as last revised 15 August 2018*

# Operating Budget

2018-2019

15 August 2018

Account Name	Function(s)	Operating Budget 2017/2018	Actuals 2017/2018	Proposed/Expected 2018/2019
<b>Operations</b>	<b>Business Operations, Human Resources, Service Fees</b>			
<b>REVENUE &amp; GAINS</b>				
Student Fees Revenue - UTSU Membership		\$1,442,256.98	\$1,490,710.22	\$1,446,413.28
Student Fees Revenue - Accessibility Levy (Operations)		\$35,068.00	\$36,293.15	\$38,415.00
Health & Dental Administrative Revenue		\$400,000.00	\$400,000.00	\$400,000.00
Misc. Operations Sponsorship		\$0.00	\$4,409.18	\$1,000.00
Operations Grant Income		\$0.00	\$0.00	\$30,000.00
Purchasing Service Reimbursement		\$0.00	\$19,096.07	\$0.00
	<b>TOTAL REVENUE &amp; GAINS</b>	<b>\$1,877,324.98</b>	<b>\$1,950,508.62</b>	<b>\$1,915,828.28</b>
<b>EXPENSES &amp; LOSSES</b>				
Full-Time Staff Salaries		\$471,138.09	\$422,087.66	\$446,275.76
Executive Wages		\$167,440.00	\$170,962.38	\$187,160.00
Assistant Vice-President Wages		\$75,000.00	\$74,255.76	\$100,000.00
Board Speaker Wages		N/A	\$2,489.00	\$2,500.00
Help Desk Wages		\$60,000.00	\$26,645.27	\$75,000.00
Food Bank Wages		\$7,500.00	\$4,318.80	\$12,000.00
Orientation Salaries & Wages		\$50,000.00	\$37,512.64	\$42,000.00

Casual & Contractor Wages	\$15,000.00	\$9,581.00	\$20,000.00	
Executive Mobile Phone Allowance	\$7,000.00	\$5,020.00	\$5,880.00	
Payroll Expenses	\$78,000.00	\$29,869.92	\$35,000.00	
RRSP Contributions	\$25,000.00	\$18,245.23	\$20,000.00	
Employer Health Tax	\$20,000.00	\$15,748.16	\$18,000.00	
Sunlife Benefits	\$25,000.00	\$23,077.31	\$26,000.00	
WSIB Premiums	\$6,500.00	\$4,797.33	\$5,500.00	
Development & Training	\$4,000.00	\$2,055.00	\$5,000.00	
Taxable Employee Benefits	\$12,000.00	\$5,257.44	\$6,000.00	
Software and Computer Parts	\$5,000.00	\$6,624.61	\$10,000.00	
Insurance Premiums	\$30,000.00	\$30,253.96	\$45,000.00	
Postage & Courier Fees	\$2,500.00	\$1,245.06	\$1,500.00	
Telecommunication Fees	\$3,750.00	\$3,541.76	\$10,000.00	
Transportation Charges	\$5,000.00	\$7,483.25	\$10,000.00	
Equipment Repairs & Maintenance	\$10,000.00	\$13,723.37	\$15,000.00	
Office Supplies	\$1,500.00	\$500.00	\$10,000.00	
Legal Costs	\$160,000.00	\$210,440.12	\$125,000.00	
Accessibility Costs (Operations)	N/A	\$2,860.00	\$30,000.00	
Professional Fees	N/A	\$0.00	\$50,000.00	
General Depreciation Expense	\$15,000.00	TBD	\$15,000.00	
Misc. Internal Costs	\$30,000.00	\$31,874.41	\$30,000.00	
Contingency	\$100,000.00	\$100,000.00	\$100,000.00	
Other	N/A	\$2,240.45	\$0.00	
	<b>TOTAL EXPENSES &amp; LOSSES</b>	<b>\$1,386,328.09</b>	<b>\$1,262,709.89</b>	<b>\$1,457,815.76</b>
	<b>NET INCOME</b>	<b>\$490,996.89</b>	<b>\$687,798.73</b>	<b>\$458,012.52</b>



Executive	Advocacy, Governance, Programming, & Services		
<b>REVENUE &amp; GAINS</b>			
General Programming/Events Sponsorship	\$10,000.00	\$5,248.55	\$10,000.00
General Programming/Events Grants	\$6,000.00	\$0.00	\$0.00
<b>TOTAL REVENUE &amp; GAINS</b>	<b>\$16,000.00</b>	<b>\$5,248.55</b>	<b>\$10,000.00</b>
<b>EXPENSES &amp; LOSSES</b>			
Working Group Grant Funding	N/A	\$0.00	\$10,000.00
Campaigns Committee Initiatives	\$12,000.00	\$16,863.80	\$15,000.00
Clubs Committee Initiatives	N/A	\$0.00	\$0.00
Executive Committee Initiatives	\$10,000.00	\$13,739.81	\$24,400.00
Student Aid Committee Initiatives	N/A	\$0.00	\$2,000.00
Outreach Committee Initiatives	\$10,000.00	\$4,837.00	\$5,000.00
Services Committee Initiatives	N/A	\$0.00	\$5,000.00
General Programming/Events Expenses	N/A	\$10,328.96	\$10,000.00
Board and Committee Meeting Expenses	\$10,000.00	\$7,447.02	\$15,000.00
General Meetings Expenses	\$10,000.00	\$7,338.75	\$10,000.00
Elections and Referenda Costs	\$35,000.00	\$36,098.86	\$42,000.00
Conference Fees and Transport Costs	\$15,000.00	\$11,936.42	\$10,000.00
Board Retreat Expenses	\$13,500.00	\$11,949.49	\$4,806.74
Equity Collectives Funding	N/A	\$0.00	\$8,750.00
Ombudsperson Program Funding	N/A	\$0.00	\$2,000.00
<b>TOTAL EXPENSES &amp; LOSSES</b>	<b>\$115,500.00</b>	<b>\$120,540.11</b>	<b>\$166,956.74</b>
<b>NET INCOME</b>	<b>-\$99,500.00</b>	<b>-\$115,291.56</b>	<b>-\$156,956.74</b>



Programming	Orientation		
	<b>REVENUE &amp; GAINS</b>		
Student Fees Revenue - Orientation Levy	\$39,288.01	\$43,134.26	\$41,768.00
Orientation Corporate Sponsorship Revenue	\$125,000.00	\$93,280.00	\$104,000.00
Orientation Campus Sponsorship Revenue	\$49,000.00	\$49,338.00	\$44,500.00
Orientation Grants Income	N/A	\$10,000.00	\$10,000.00
Orientation Bulk Purchasing Service Cost Recovery	\$8,000.00	\$8,000.00	\$20,760.02
Orientation Clubs Booth Fee Income	\$35,000.00	\$53,250.50	\$50,000.00
Orientation Event Sales Revenue	N/A	\$0.00	\$0.00
Other Orientation Income	N/A	\$39.92	\$5,400.00
	<b>TOTAL REVENUE &amp; GAINS</b>	<b>\$256,288.01</b>	<b>\$257,042.68</b>
		<b>\$257,042.68</b>	<b>\$276,428.02</b>
	<b>EXPENSES &amp; LOSSES</b>		
Orientation Programming Costs	\$140,728.00	\$113,414.10	\$172,498.04
Orientation Bulk Purchasing Costs	N/A	\$35,491.79	\$50,304.53
Orientation Promotion Expenses	\$10,200.00	\$8,248.45	\$5,550.00
Orientation Training and Support Expenses	\$1,500.00	\$3,186.54	\$5,480.51
Other Orientation Costs	\$10,730.00	\$23,099.08	\$5,000.00
Orientation Contingency Fund	N/A	\$0.00	\$10,000.00
	<b>TOTAL EXPENSES &amp; LOSSES</b>	<b>\$163,158.00</b>	<b>\$183,439.96</b>
		<b>\$183,439.96</b>	<b>\$248,833.08</b>
	<b>NET INCOME</b>	<b>\$93,130.01</b>	<b>\$73,602.72</b>
		<b>\$73,602.72</b>	<b>\$27,594.94</b>
Programming	Winter Orientation		
	<b>REVENUE &amp; GAINS</b>		
Winter Orientation Sponsorship Income	\$6,500.00	\$0.00	\$5,000.00



Winter Orientation Event Sales	\$0.00	-\$25,309.26	\$5,000.00
Winter Orientation Clubs Booth Fees	\$1,700.00	\$0.00	\$5,000.00
<b>TOTAL REVENUE &amp; GAINS</b>	<b>\$8,200.00</b>	<b>-\$25,309.26</b>	<b>\$5,000.00</b>
<b>EXPENSES &amp; LOSSES</b>			
Winter Orientation Programming Costs	\$20,000.00	\$33,051.43	\$30,000.00
Winter Orientation Kit Expenses	N/A	\$0.00	\$0.00
Winter Orientation Promotion Expenses	N/A	\$0.00	\$1,000.00
Winter Orientation - Other Costs	N/A	\$0.00	\$2,500.00
<b>TOTAL EXPENSES &amp; LOSSES</b>	<b>\$20,000.00</b>	<b>\$33,051.43</b>	<b>\$33,500.00</b>
<b>NET INCOME</b>	<b>-\$11,800.00</b>	<b>-\$58,360.69</b>	<b>-\$28,500.00</b>

<b>Services</b>	<b>Health and Dental Insurance</b>		
<b>REVENUE &amp; GAINS</b>			
Student Fees Revenue - Health Plan	N/A	\$8,762,896.69	\$9,345,577.23
Student Fees Revenue - Dental Plan	N/A	\$7,326,156.23	\$7,812,475.41
Other Health & Dental Income	N/A	\$2,306.30	\$0.00
<b>TOTAL REVENUE &amp; GAINS</b>	<b>\$0.00</b>	<b>\$16,091,359.22</b>	<b>\$17,158,052.64</b>
<b>EXPENSES &amp; LOSSES</b>			
Health & Dental Premiums, Taxes, & Brokerage Fees	N/A	\$13,282,836.78	\$14,163,353.73
Health & Dental Opt-Outs	N/A	\$1,124,221.91	\$1,198,746.38
Health & Dental Administrative Costs	\$426,000.00	\$426,000.00	\$426,000.00



Health & Dental Reserve Trust Contributions		N/A	\$1,258,300.53	\$1,369,952.53
<b>TOTAL EXPENSES &amp; LOSSES</b>		<b>\$426,000.00</b>	<b>\$16,091,359.22</b>	<b>\$17,158,052.64</b>
<b>NET INCOME</b>		<b>-\$426,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Services		Help Desk		
<b>REVENUE &amp; GAINS</b>				
Help Desk Ticket Sales		\$107,135.00	\$71,685.32	\$70,000.00
Help Desk Transit Sales		\$130,000.00	\$127,804.13	\$100,000.00
Other Help Desk Sales		\$15,700.00	\$26,543.31	\$20,000.00
Help Desk Sales Commissions		\$8,000.00	\$1,259.38	\$1,000.00
<b>TOTAL REVENUE &amp; GAINS</b>		<b>\$260,835.00</b>	<b>\$227,292.14</b>	<b>\$191,000.00</b>
<b>EXPENSES &amp; LOSSES</b>				
Help Desk Ticket Inventory Purchases		\$107,135.00	\$82,506.98	\$70,000.00
Help Desk Transit Inventory Purchases		\$138,000.00	\$125,937.75	\$100,000.00
Other Help Desk Inventory Purchases		\$6,200.00	\$3,656.10	\$10,000.00
Cost of Help Desk Goods Sold		\$4,000.00	\$1,110.29	\$0.00
<b>TOTAL EXPENSES &amp; LOSSES</b>		<b>\$255,335.00</b>	<b>\$213,211.12</b>	<b>\$180,000.00</b>
<b>NET INCOME</b>		<b>\$5,500.00</b>	<b>\$14,081.02</b>	<b>\$11,000.00</b>

Services		Club Services		
<b>REVENUE &amp; GAINS</b>				
Clubs Resource Bank Sales		\$500.00	\$384.10	\$500.00
Bulk Purchasing Sales		\$13,500.00	\$12,441.64	\$13,000.00

Clubs Banquet Sponsorship		N/A	\$0.00	\$2,000.00
<b>TOTAL REVENUE &amp; GAINS</b>		<b>\$14,000.00</b>	<b>\$12,825.74</b>	<b>\$15,500.00</b>
<b>EXPENSES &amp; LOSSES</b>				
Fall/Winter Clubs Funding		\$190,000.00	\$165,772.35	\$195,000.00
Summer Clubs Funding		\$3,000.00	\$3,065.75	\$5,000.00
Clubs Banquet Expenses		\$10,000.00	\$18,653.20	\$15,000.00
Clubs Bulk Purchasing Expenses		\$3,500.00	\$10,879.18	\$13,000.00
Clubs Resource Bank Purchasing and Capital Renewal		\$40,000.00	\$40,987.03	\$30,000.00
Other Clubs Service Expenses		\$6,000.00	\$1,335.17	\$5,000.00
Clubs Resource Bank Depreciation Expense		N/A	\$0.00	\$10,000.00
<b>TOTAL EXPENSES &amp; LOSSES</b>		<b>\$252,500.00</b>	<b>\$240,692.68</b>	<b>\$273,000.00</b>
<b>NET INCOME</b>		<b>-\$238,500.00</b>	<b>-\$227,866.94</b>	<b>-\$257,500.00</b>

<b>Services</b>	<b>Financial Assistance and Awards</b>			
<b>REVENUE &amp; GAINS</b>				
Student Fees Revenue - Dollars for Daycare		\$50,459.00	\$38,147.27	\$38,415.00
Student Fees Revenue - WUSC Student Refugee Program		\$70,522.00	\$53,359.34	\$55,640.29
Financial Awards Sponsorship		N/A	\$3,000.00	\$3,000.00
<b>TOTAL REVENUE &amp; GAINS</b>		<b>\$120,981.00</b>	<b>\$94,506.61</b>	<b>\$97,055.29</b>
<b>EXPENSES &amp; LOSSES</b>				
Bursaries Funding		\$11,500.00	\$2,770.00	\$11,500.00
Grants Funding		\$2,000.00	\$500.00	\$2,000.00
Dollars for Daycare Disbursements		\$37,068.00	\$23,324.71	\$38,415.00



WUSC Student Refugee Program Disbursements	\$51,895.00	\$46,534.56	\$55,640.29
Student Initiative Fund	\$6,000.00	\$2,000.00	\$6,000.00
Domestic Student Leadership Award	N/A	\$2,000.00	\$2,000.00
International Student Leadership Award	N/A	\$2,000.00	\$2,000.00
Dollars for Daycare Trust Contributions	N/A	\$14,822.56	\$0.00
WUSC Student Refugee Program Trust Contributions	N/A	\$6,824.78	\$0.00
<b>TOTAL EXPENSES &amp; LOSSES</b>	<b>\$108,463.00</b>	<b>\$100,776.61</b>	<b>\$117,555.29</b>
<b>NET INCOME</b>	<b>\$12,518.00</b>	<b>-\$6,270.00</b>	<b>-\$20,500.00</b>

Services	Misc Services		
<b>REVENUE &amp; GAINS</b>			
Food Bank Sponsorship	\$3,500.00	\$3,455.00	\$4,000.00
Student Fees Revenue - Sustainable Food Programming	\$14,647.00	\$14,647.00	\$15,548.70
<b>TOTAL REVENUE &amp; GAINS</b>	<b>\$18,147.00</b>	<b>\$18,102.00</b>	<b>\$19,548.70</b>
<b>EXPENSES &amp; LOSSES</b>			
Food Bank Operational Costs	\$12,000.00	\$7,530.92	\$15,000.00
Income Tax Clinic Costs	\$2,000.00	\$271.65	\$2,000.00
Blue Crew Expenses	\$5,000.00	\$5,134.83	\$8,000.00
UTSU's Got You Programming	\$4,000.00	\$7,169.01	\$10,000.00
Sustainable Food Programming	\$7,500.00	\$584.83	\$5,548.70
<b>TOTAL EXPENSES &amp; LOSSES</b>	<b>\$30,500.00</b>	<b>\$20,691.24</b>	<b>\$40,548.70</b>



**NET INCOME**                    **-\$12,353.00**                    **-\$2,589.24**                    **-\$21,000.00**

**Finance**

**Finance**

**REVENUE & GAINS**

General Reserves Interest Earnings	\$31,000.00	\$85,948.66	\$30,000.00
Savings/Capital Funds Interest Earnings	\$0.00	\$31,326.65	\$30,000.00
Investment Returns	N/A	\$0.00	\$50,000.00
Other Interest Earnings	\$6,000.00	\$23.49	\$0.00

**TOTAL REVENUE & GAINS**                    **\$37,000.00**                    **\$117,298.80**                    **\$110,000.00**

**EXPENSES & LOSSES**

Audit & Accounting Fees	\$16,000.00	\$20,255.00	\$28,000.00
Bank Fees	\$5,000.00	\$5,352.33	\$6,000.00
Interest & Late Fees	\$1,000.00	\$2,144.42	\$2,000.00
Merchant Transaction and Service Fees	\$3,250.00	\$3,961.10	\$4,000.00

**TOTAL EXPENSES & LOSSES**                    **\$25,250.00**                    **\$31,712.85**                    **\$40,000.00**

**NET INCOME**                    **\$11,750.00**                    **\$85,585.95**                    **\$70,000.00**

**Communications**

**Marketing and Communications**

**REVENUE & GAINS**

UTSU Handbook Sponsorship	\$25,000.00	\$33,868.44	\$34,960.38
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**TOTAL REVENUE & GAINS**                    **\$25,000.00**                    **\$33,868.44**                    **\$34,960.38**

**EXPENSES & LOSSES**



UTSU Handbook Production Costs	\$50,000.00	\$51,494.87	\$18,000.00
Web Development & Maintenance Costs	\$5,000.00	\$15,935.06	\$10,000.00
Online Promotion Expenses	\$15,000.00	\$3,567.46	\$5,000.00
Print Promotion Expenses	N/A	\$0.00	\$2,000.00
Misc. Printing and Production Expenses	N/A	\$2,470.18	\$8,000.00
Giveaways Expenses	\$5,000.00	\$43.68	\$2,000.00
Postering Wages	\$2,000.00	\$1,720.00	\$2,000.00
Other Communications Expenses	\$2,000.00	\$381.63	\$11,000.00
<b>TOTAL EXPENSES &amp; LOSSES</b>	<b>\$79,000.00</b>	<b>\$75,612.88</b>	<b>\$58,000.00</b>
<b>NET INCOME</b>	<b>-\$54,000.00</b>	<b>-\$41,744.44</b>	<b>-\$23,039.62</b>
TOTAL REVENUE & GAINS	\$2,633,775.99	\$18,782,743.54	\$19,833,373.31
TOTAL EXPENSES & LOSSES	\$2,862,034.09	\$18,373,797.99	\$19,774,262.21
<b>NET INCOME</b>	<b>-\$228,258.10</b>	<b>\$408,945.55</b>	<b>\$59,111.10</b>

# Capital Budget

2018-2019  
15 August, 2018

Account Name	Function(s)	Operating Budget 2017/2018	Actuals 2017/2018	Proposed/Expected 2018/2019
<b>Operations</b>		<b>Business Ventures</b>		
<b>REVENUE &amp; GAINS</b>				
Student Commons Advertising/Sponsorship Income		N/A	\$0.00	\$11,250.00
Student Commons Sublicenses Revenue		N/A	\$0.00	\$52,500.00
Dividend Income		N/A	\$0.00	\$0.00
Student Commons Cost Recovery		N/A	\$0.00	\$5,000.00
<b>TOTAL REVENUE &amp; GAINS</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$68,750.00</b>
<b>EXPENSES &amp; LOSSES</b>				
<b>TOTAL EXPENSES &amp; LOSSES</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>NET INCOME</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$68,750.00</b>
<b>Operations/Finance</b>		<b>Capital Projects</b>		
<b>REVENUE &amp; GAINS</b>				
Student Fees Revenue - Student Commons Operating Levy		N/A	\$0.00	\$249,697.50
Student Fees Revenue - Student Commons Capital Levy Transfer		N/A	\$0.00	\$425,000
Student Fees Revenue - Accessibility Levy (Capital)		\$100,818.00	\$105,491.31	\$103,658.00
Student Commons - Other Capital Projects Revenue		N/A	\$0.00	\$125,000.00

Provostial Operating Grant Income	N/A	\$0.00	\$0.00
Provostial Space Deduction Credit	N/A	\$0.00	\$69,424.30
<b>TOTAL REVENUE &amp; GAINS</b>	<b>\$100,818.00</b>	<b>\$105,491.31</b>	<b>\$972,779.80</b>
<b>EXPENSES &amp; LOSSES</b>			
Student Commons Operating Costs	N/A	\$0.00	\$248,872.12
Student Commons Maintenance Costs	N/A	\$0.00	\$25,000.00
Student Commons Capital Costs	N/A	\$0.00	\$500,000.00
Student Commons Capital Reserve Contributions	N/A	\$0.00	\$0.00
Student Commons Security Costs	N/A	\$0.00	\$25,000.00
Student Commons Signage and IT Systems Costs	N/A	\$0.00	\$10,000.00
Student Commons - Other	N/A	\$0.00	\$30,000.00
Leased Equipment Costs	\$20,000.00	\$21,216.60	\$25,000.00
Non-Leased Equipment Costs	N/A	\$43,082.63	\$20,000.00
Student Commons Depreciation Expenses	N/A	\$0.00	\$0.00
Student Commons Contingency Fund	N/A	\$0.00	\$350,000.00
Capital Accessibility Trust Contributions	\$100,818.00	\$105,491.31	-\$146,342.00
Capital Accessibility Trust Disbursements	N/A	\$0.00	\$250,000.00
<b>TOTAL EXPENSES &amp; LOSSES</b>	<b>\$120,818.00</b>	<b>\$169,790.54</b>	<b>\$1,088,658.00</b>
<b>NET INCOME</b>	<b>-\$20,000.00</b>	<b>-\$64,299.23</b>	<b>-\$115,878.21</b>
TOTAL REVENUE & GAINS	\$100,818.00	\$105,491.31	\$1,041,529.80
TOTAL EXPENSES & LOSSES	\$120,818.00	\$169,790.54	\$1,088,658.00
<b>NET INCOME</b>	<b>-\$20,000.00</b>	<b>-\$64,299.23</b>	<b>-\$47,128.21</b>