

DRAFT Consolidated UTSU + Student Commons Operating Budget						
May 1, 2021 - April 30, 2022						
	Cost Centre	2020/2021 Preliminary Budget	2021/2022 Preliminary Budget	2021/2022 Operating Budget		
1	REVENUE					
2	LEVIES	Student Levies				
3		Membership Fee	\$ 1,491,000.00	\$ 1,640,000.00	\$ 1,640,000.00	Summer + Fall + Winter Student Fees (\$20.03/student)
4		Restricted Student Life Levies				
5		Student Aid	\$ 81,200.00	\$ 152,000.00	\$ 152,000.00	Supports the UTSU's Student Aid Program
6		Accessibility Resources	\$ 35,000.00	\$ 38,000.00	\$ 38,000.00	Funding to support students and student group initiatives and accommodation needs
7		Food Security	\$ 10,500.00	\$ 12,000.00	\$ 12,000.00	Used to support the Food Bank and UTSU's Got You
8		Dollars for Daycare	\$ 35,000.00	\$ 38,000.00	\$ 38,000.00	Supports Daycare and Family Programming
9		Orientation	\$ 35,000.00	\$ 38,000.00	\$ 38,000.00	Paid by all students; used to support Orientation 2021
10		Student Refugee Program (WUSC)	\$ 57,000.00	\$ 57,760.00	\$ 57,760.00	Support's the UTSU's SRP Program
11		Plan International	\$ 3,500.00	\$ 3,800.00	\$ 3,800.00	The UTSU donates this money to support education initiatives in developing economies
12	OTHER	Grants and Funding				
13		Government Grants	\$ -	\$ -	\$ -	
14		Corporate Grants	\$ 100,000.00	\$ 50,000.00	\$ 50,000.00	
15		Charitable Grants	\$ -	\$ 15,000.00	\$ 15,000.00	Student Refugee Program and Food Programming Sponsorships.
16		Revenues from External Organizations				
17		Sponsorship & Fees	\$ -	\$ -	\$ -	
18		Corporate Sponsorship	\$ -	\$ 15,000.00	\$ 14,500.00	Brought in through Orientation.
19		University Sponsorship	\$ -	\$ 10,000.00	\$ 10,000.00	Brought in through Orientation.
20		Program Revenues				
21		Donations	\$ 2,500.00	\$ -	\$ -	General donations, unsolicited. We do not anticipate donations for the 2021-2022 year.
22		Sales	\$ 15,000.00	\$ -	\$ -	
23		Printing	\$ 2,500.00	\$ -	\$ -	UTSU Printing Service Revenue
24		Special Events	\$ -	\$ -	\$ -	Anticipating no revenue being made due to COVID-19. Cost recovery item.
25		Program Fees	\$ -	\$ -	\$ -	
26		Other Revenues				
27		Student Commons: Rent	\$ -	\$ -	\$ 54,388.00	Rent will be collected once the Student Commons tenants officially move into the building - anticipated within the next year.
28		Interest and Investment Income	\$ 140,000.00	\$ 105,000.00	\$ 60,000.00	Income generated from investments. Used for organizational development, team building, and professional fees associated with these costs.
29		Wellness Fund	\$ -	\$ 100,000.00	\$ 100,000.00	
30		Health & Dental Admin Fund	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	Annual Health & Dental Administration Fee
31		Student Commons Fund	\$ 600,000.00	\$ 600,000.00	\$ 600,000.00	The Student Commons Reserve Account will be set up with the opening of the building - can be used for any unexpected expenses.
32						
33	TOTAL REVENUE		\$ 3,008,200.00	\$ 3,274,560.00	\$ 3,283,448.00	
34						
35	EXPENSES					
36	PERSONNEL	Salaries & Compensation				
37		Executive Officers	\$ 200,000.00	\$ 210,000.00	\$ 210,000.00	Executives compensated at a rate of \$19.48/hour (\$19.00, adjusted for CPI-Toronto)
38		Executive Assistants	\$ 103,040.00	\$ 100,000.00	\$ 100,000.00	Executive Assistants compensated at a rate of \$16.00/hour and \$18.00/hour for Chief Assistants (with COLA adjustment)
39		Student Staff (UTSU+SC)	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	Student staff complement to the UTSU and Student Commons
40		Full Time Staff (UTSU+SC)	\$ 1,100,000.00	\$ 1,200,000.00	\$ 1,200,000.00	Full time staff complement to the UTSU and Student Commons
41		Mandatory Employment Related Costs & Payroll Taxes				
42		Employment Insurance	\$ 25,000.00	\$ 35,807.93	\$ 35,807.93	
43		Canadian Pension Plan	\$ 55,000.00	\$ 80,720.07	\$ 80,720.07	
44		Employer Health Tax	\$ 20,000.00	\$ 12,074.67	\$ 12,074.67	
45		Workplace Safety & Insurance Board of Ontario	\$ 10,000.00	\$ 4,494.46	\$ 4,494.46	
46		Taxable and Non-Taxable Benefits				
47		Health & Dental Benefits	\$ 90,000.00	\$ 105,000.00	\$ 105,000.00	Health, Dental and Employee Assistance Program (EAP) Benefit for full time staff.
48		Telephone & Transportation	\$ 15,000.00	\$ 12,000.00	\$ 12,000.00	Accommodations being made for staff and executives as result of working from home.
49		Wellness Benefit	\$ 5,500.00	\$ 8,500.00	\$ 8,500.00	Assumes \$450/staff - expanded with increase in staff due to Student Commons
50		RRSP	\$ 55,000.00	\$ 70,000.00	\$ 70,000.00	Staff Retirement Contribution - standard practice
51		Ergonomic/Remote Supplies for Staff	\$ 18,000.00	\$ 12,000.00	\$ 12,000.00	Health & Safety item allowing employees to access equipment needed for working from home.
52		Human Resources				

53		Staff Recruitment	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	
54		Human Resources, Learning, & Development	\$ 20,000.00	\$ 35,000.00	\$ 45,000.00	Encompasses the UTSU Human Resources Emergency Fund and Learning/Development Funding.
55		Professional Development	\$ 11,000.00	\$ 19,740.00	\$ 19,740.00	Expanding due to expanded staff complement with opening of Student Commons
56		Travel & Meetings				
57		Conferences & Meetings	\$ 7,500.00	\$ 5,000.00	\$ 6,000.00	Conference attendance for professional development.
58		Travel, Meals & Accommodations	\$ 7,500.00	\$ 5,000.00	\$ 5,000.00	Conference attendance for professional development.
59		Other Compensation Costs				
60		Payroll & HR Processing Fees	\$ 7,500.00	\$ 10,000.00	\$ 10,000.00	Ceridian Payroll System
61		TOTAL PERSONNEL	\$ 1,910,040.00	\$ 2,080,337.13	\$ 2,091,337.13	
62	FACILITIES	Facilities				
63		Property & Liability Insurance	\$ 35,000.00	\$ 30,000.00	\$ 30,000.00	Annual Fee - General Liability Insurance
64		Facility and Grounds Maintenance & Repairs	\$ 5,000.00	\$ 40,000.00	\$ 40,000.00	Caretaking and facilities maintenance costs - expanding with opening of Student Commons
65		Moving Costs	\$ 7,500.00	\$ 10,000.00	\$ 25,000.00	Moving costs experienced with transition to Student Commons
66		IT and Equipment Costs	\$ -	\$ -	\$ 45,000.00	Encompasses all IT and Equipment costs.
67		Internet & Telephone Equipment & Service	\$ 7,500.00	\$ 15,000.00	\$ -	Item collapsed into "IT and Equipment Costs"
68		Equipment Rental/Lease & Maintenance	\$ 15,000.00	\$ 15,000.00	\$ -	Item collapsed into "IT and Equipment Costs"
69		Capital Expenditures				
70		IT Hardware & Software	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	
71		Furniture & Equipment	\$ 10,000.00	\$ 20,000.00	\$ 70,000.00	Furniture and Equipment for the new Student Commons
72		Depreciation & Amortization	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	
73		TOTAL FACILITIES	\$ 115,000.00	\$ 165,000.00	\$ 245,000.00	
74	OPERATIONS	Office & Administration				
75		Office Stationery and Supplies	\$ 10,000.00	\$ 6,000.00	\$ 10,000.00	Office supplies for new Student Commons UTSU Offices.
76		Printing	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	Printing costs
77		Postage and Courier	\$ 750.00	\$ 1,500.00	\$ 1,500.00	Greatly reduced due to COVID-19.
78		Membership Dues & Subscriptions	\$ 8,500.00	\$ 2,500.00	\$ 2,500.00	All subscriptions accounted for in this line - reduced in 2021-2022 as most IT-related subscriptions have been moved.
79		Bank & Finance Processing Charges	\$ 14,000.00	\$ 18,000.00	\$ 18,000.00	Costs of banking transactions - monthly/annual fees for bank accounts and credit accounts.
80		Other	\$ 2,500.00	\$ -	\$ -	
81		Professional Fees				
82		Accounting & Audit	\$ 25,000.00	\$ 45,000.00	\$ 45,000.00	Annual Audit and BDO
83		HR & Legal	\$ 75,000.00	\$ 50,000.00	\$ 50,000.00	Collective Bargaining (Approximately 3 years) + Student Commons
84		Translation & Interpretation	\$ 5,000.00	\$ 10,000.00	\$ -	Interpretation costs to be sourced from the Accessibility Reserve Fund.
85		IT	\$ 10,000.00	\$ 15,000.00	\$ -	Item collapsed into "IT and Equipment Costs"
86		Planning & Facilitation: Communications	\$ 40,000.00	\$ -	\$ -	
87		Program & Business Development	\$ 35,000.00	\$ 75,000.00	\$ -	
88		Governance & Strategic Planning	\$ 20,000.00	\$ 10,000.00	\$ 30,000.00	Development of UTSU and Student Commons Governance Frameworks & Strategic Planning
89		Governance & Board of Directors				
90		D&O Insurance	\$ -	\$ 15,000.00	\$ 15,000.00	Director's and Officers Liability Insurance.
91		Annual Report	\$ -	\$ 2,500.00	\$ -	
92		BOD & Committee Meetings	\$ 5,000.00	\$ 7,500.00	\$ 7,500.00	Costs associated with Board and Committee meetings.
93		BOD Development, Training & Retreats	\$ 20,000.00	\$ 2,500.00	\$ 3,500.00	Board of Directors Professional Development & Training Programming.
94		First Year Council	\$ -	\$ 3,000.00	\$ 3,000.00	Funding to support the UTSU's First Year Council. In 2020-2021, allocation was made under Committee Initiatives
95		Committee Initiatives	\$ 20,000.00	\$ 19,500.00	\$ 19,500.00	Funding to support UTSU's Committees, Executives, and Directors
96		Elections	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	Cost of Simply Voting twice
97		TOTAL OPERATIONS	\$ 316,750.00	\$ 309,000.00	\$ 231,500.00	
98	PROGRAMS & SERVICES	Outreach & Engagement				
99		Website Development and Hosting	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	Writing support for webpages and materials, and a potential app/widget development related to Student Commons services.
100		Social Media Development & Hosting	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	Anticipated social media promotion costs
101		Design & Promotions	\$ 10,000.00	\$ 20,000.00	\$ 20,000.00	Production costs for Student Commons signage.
102		Events	\$ 160,000.00	\$ 120,000.00	\$ 120,000.00	Orientation and Student Life events for the year
103		Hospitality	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	Board and Volunteer Recognition Program
104		Student Group and Clubs Programming				
105		Student Group Funding	\$ 140,000.00	\$ 120,000.00	\$ 120,000.00	Funding to support student groups and clubs
106		EngSoc Associate Membership Agreement	\$ 95,000.00	\$ 95,000.00	\$ 95,000.00	Small difference owing from EngSoc attributable to next year.
107		Club Resource Bank	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	Planned expansion of the Clubs Resources Bank with the opening of the Student Commons.
108		Programs & Services				
109		Supplies & Materials	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	Programs related supplies .

110	Student Aid Program	\$ 81,200.00	\$ 162,000.00	\$ 180,000.00	Restricted amount dedicated to Student Aid, \$2,000 reserved for overhead costs associated with operating the program
111	Room and Equipment Rental	\$ 4,000.00	\$ -	\$ -	No anticipated costs due to Student Commons
112	Participant Costs (eg Food, Materials)	\$ 2,500.00	\$ 2,000.00	\$ 2,000.00	Cost associated with delivering UTSU Programs.
113	Barrier Reduction	\$ 35,000.00	\$ 7,500.00	\$ 7,500.00	Includes the difference between the true amount of an event/fee and incentivization.
114	Discounted Inventory	\$ 5,000.00	\$ -	\$ 7,000.00	Ticket sales and other products.
115	Food Insecurity Programming	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00	Food Bank, UTSU's Got You, and other programming to help fight food insecurity
116	Volunteer Program	\$ 5,000.00	\$ 7,500.00	\$ 7,500.00	Volunteer Development Program
117	Student Refugee Program	\$ 57,000.00	\$ 57,760.00	\$ 57,760.00	Sponsoring five students with living supports and programming. All SRP students are offered an opportunity to join the P&S team.
118	Learning Disability Grant	\$ -	\$ -	\$ 10,000.00	New pilot program to support students financially with the cost of learning disability assessments
119	Library	\$ 1,000.00	\$ 1,000.00	\$ -	
120	TOTAL PROGRAMS AND SERVICES	\$ 640,700.00	\$ 642,760.00	\$ 679,260.00	
121					
122	TOTAL EXPENSES	\$ 2,982,490.00	\$ 3,197,097.13	\$ 3,247,097.13	
123					
124	SURPLUS (DEFICIT)	\$ 25,710.00	\$ 77,462.87	\$ 36,350.87	