



2020-2021

**GSA Annual Operating and Capital Budget
&
GSA Three-Year Budget/Business Plan**

Notes:

- GSA Annual Operating and Capital Budget (2020-2021) approved by GSA Council on 24 February 2020
- GSA Three-Year Budget/Business Plan received for information by GSA Council on 24 February 2020
- Following the approval of the GSA Annual Operating and Capital Budget (2020-2021), which projected a 5% increase to the GSA Health and Dental Plan fee, GSA Council approved the fee for 2020-2021 and there was a 0% increase

The Graduate Students' Association of the University of Alberta 2020-2023 GSA Operating Budget (including Capital Budget)

4%/3%/2% DECREASE IN THE GSA FEE, 1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2% INCREASE INFLATION FACTOR APPLIED TO SELECTED EXPENSES.

HIGH LEVEL SUMMARY - OPERATING AND CAPITAL BUDGET

	2020-2021 Budget for Approval	2021-2022 Budget	2022-2023 Budget	2019-2020 Budget	2018-2019 Actual
REVENUE					
GSA Fees	1,169,558	1,145,863	1,134,234	1,183,267	1,225,799
Interest Income	30,000	30,000	30,000	18,000	29,651
External Committed Funding	25,880	25,880	25,880	25,880	25,880
Revenue from Commercial Activities	40,162	40,162	40,162	40,162	40,162
Other Revenue	1,300	1,300	1,300	1,300	4,115
Total Revenue	1,266,900	1,243,205	1,231,576	1,268,609	1,325,607
EXPENSES					
Advocacy	54,935	55,700	56,479	48,848	40,116
Services Expenses	129,650	131,650	134,650	109,700	86,172
Governance	219,779	224,769	229,768	214,959	199,375
Human Resources	693,026	707,141	722,757	684,749	658,827
Office Administration and Operational Costs	44,267	30,083	36,882	33,279	19,752
Professional	64,200	65,200	66,200	58,200	35,154
Operating/Contingency Fund	20,000	20,000	20,000	20,000	3,653
Sub-total	1,170,922	1,178,844	1,210,257	1,169,735	1,002,933
Revenues Exceed Expenditures	95,978	64,361	21,319	98,874	322,674

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Revenue

	2020-2021 Budget for Approval	2021-2022 Budget	2022-2023 Budget	2019-2020 Budget	2018-2019 Actual	
GSA Fees (see below for detailed calculations)	1,169,558	1,145,863	1,134,234	1,183,267	1,225,799	4% DECREASE
Interest Income						
Interest Income	30,000	30,000	30,000	18,000	29,651	NO CPI, PER INTEREST RATES
External Committed Funding						
Funding from the Dean of Students and the Dean of FGSR	9,190	9,190	9,190	9,190	9,190	PER AGREEMENT
Funding From Studentcare	5,190	5,190	5,190	5,190	5,190	PER AGREEMENT
Funding from TDIMM	11,500	11,500	11,500	11,500	11,500	PER AGREEMENT
	25,880	25,880	25,880	25,880	25,880	
Revenue from Commercial Activities						
Chopped Leaf (in Physical Activity and Wellness (PAW) Centre) Revenue	40,162	40,162	40,162	40,162	40,162	PER AGREEMENT
Other Revenue						
	1,300	1,300	1,300	1,300	4,115	NO CPI
Total	1,266,900	1,243,205	1,231,576	1,268,609	1,325,607	

GSA Fees (Calculations)			
Number of full-time graduate students (estimate)	6,390	6,454	6,519
Fees (per annum per student)	156.02	151.34	148.31
	996,968	976,748	966,833
Number of part-time graduate students (estimate)	1,475	1,490	1,505
Fees (per annum per student)	117.01	113.50	111.23
	172,590	169,115	167,401
	1,169,558	1,145,863	1,134,234

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Advocacy

	2020-2021 Budget for Approval	2021-2022 Budget	2022-2023 Budget	2019-2020 Budget	2018-2019 Actual	
Advocacy						
Business Travel and External Relations and Advocacy	22,475	22,924	23,383	17,132	9,646	CPI + INCREASE TO SUPPORT MORE EXTERNAL ADVOCACY
University Relations	1,000	1,000	1,000	1,140	614	NO CPI + SLIGHT DECREASE
Alberta Graduate Provincial Advocacy Council (ab-GPAC)	31,460	31,776	32,096	30,576	29,856	BASED ON GRADUATE STUDENT ENROLMENT
Total	54,935	55,700	56,479	48,848	40,116	
ab-GPAC Estimate						
Student Numbers	7,865	7,944	8,024			
Fee Per Student	4	4	4			
Total	31,460	31,776	32,096			

**The Graduate Students' Association of the University of Alberta
2020-2023 GSA Operating Budget (including Capital Budget)**

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Services Expenses

	2020-2021 Budget for Approval	2021-2022 Budget	2022-2023 Budget	2019-2020 Budget	2018-2019 Actual	
Grants and Subsidies						
Academic Workshop Subsidies	12,000	12,000	12,000	9,500	9,000	INCREASE IN SUBSIDIES, NO CPI
External Grants	2,900	2,900	2,900	2,400	1,100	INCREASE IN REQUESTS, NO CPI
Campus Food Bank	20,000	22,000	25,000	15,000	12,000	INCREASE IN SUBSIDY, NO CPI
	34,900	36,900	39,900	26,900	22,100	
Graduate Student Groups						
GSA Council Remuneration	16,250	16,250	16,250	14,400	11,100	INCREASE DUE TO GROWTH OF COUNCIL, NO CPI
GSA Graduate Student Group Grant	36,000	36,000	36,000	30,000	25,501	INCREASE IN SUPPORT, NO CPI
	52,250	52,250	52,250	44,400	36,601	
Other Expenses						
Annual Strategic Plan Initiatives	2,500	2,500	2,500	3,000	2,093	MODEST DECREASE
Engagement, Orientation, and Outreach	29,000	29,000	29,000	26,000	17,701	INCREASE TO ALLOW PURCHASE OF AD TIME ON SUTV, NO CPI
GSA Awards & Events	11,000	11,000	11,000	8,700	7,677	INCREASED TO INCLUDE NEW GRADUATE STUDENT RECOGNITION AWARDS AND EVENT HOSTING, NO CPI
	42,500	42,500	42,500	37,700	27,471	
Total	129,650	131,650	134,650	109,000	86,172	

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Governance

	2020-2021 Budget for Approval	2021-2022 Budget	2022-2023 Budget	2019-2020 Budget	2018-2019 Actual	
Directly-Elected Officers Stipends						
Directly-Elected Officers Stipends (VPs)	132,800	135,456	138,164	130,196	127,215	CPI
President Stipend	41,498	42,328	43,175	40,685	39,754	CPI
	174,298	177,784	181,339	170,881	166,969	
Directly-Elected Officers Benefits						
GSA Health and Dental Plan	2,627	2,758	2,896	2,627	2,502	
U-Pass	2,370	2,700	2,850	2,295	2,205	PER AGREEMENT
	4,997	5,458	5,746	4,922	4,707	
Directly Elected Officers - Employer Contributions						
Employer CPP Contributions	8,232	8,735	9,339	7,822	7,689	COMPLIES WITH GOVERNMENT OF CANADA CPP RATES
Employer EI Contributions	3,852	3,929	4,008	3,879	3,857	COMPLIES WITH GOVERNMENT OF CANADA EI RATES
	12,084	12,664	13,347	11,701	11,546	
Directly-Elected Officers - Other Expenses						
Insurance (<i>Director and Officer Liability Insurance</i>)	1,304	1,330	1,356	1,278	1,035	CPI
Transition/Early Call for Talent	5,054	5,155	5,258	4,955	1,879	CPI
Training/Development	3,050	3,111	3,173	2,500	355	CPI + INCREASE TO SUPPORT MORE TRAINING
Directly-Elected Officers' Expenses	2,812	2,868	2,926	2,757	527	CPI
GSA Board and Other Committee Expenses	1,501	1,531	1,562	1,472	810	CPI
	13,721	13,996	14,276	12,962	4,606	
GSA Council Expenses						
GSA Council Food and Other Expenses	5,899	6,017	6,137	5,783	4,091	CPI
Election Expenses	3,560	3,631	3,704	3,490	3,606	CPI
GSA Council Speaker Honorarium	2,220	2,220	2,220	2,220	1,850	NO CPI
Chief Returning Officer Honorarium	1,500	1,500	1,500	1,500	500	NO CPI
Other Honoraria	1,500	1,500	1,500	1,500	1,500	NO CPI
	14,678	14,868	15,061	14,493	11,547	
Total	219,779	224,769	229,768	214,959	199,375	

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Human Resources

	2020-2021 Budget for Approval	2021-2022 Budget	2022-2023 Budget	2019-2020 Budget	2018-2019 Actual	
Support Staff (Represented by NASA)						
Salaries	285,752	291,597	298,404	214,268	195,860	CPI (FILLED VACANT POSITION)
Benefits						
Benefits	22,500	22,968	23,512	16,781	16,027	INCREASE DUE TO ADDITIONAL STAFF MEMBER
RRSP	30,938	31,581	32,329	23,075	22,037	INCREASE DUE TO ADDITIONAL STAFF MEMBER
GSA Health and Dental Plan and GSAP (Graduate Student Assistance Program)	2,185	2,295	2,409	1,639	1,501	INCREASE DUE TO ADDITIONAL STAFF MEMBER
	55,623	56,844	58,250	41,495	39,565	
Employer Contributions						
Employer CPP Contributions	11,560	12,256	13,092	8,247	8,070	COMPLIES WITH GOVERNMENT OF CANADA CPP RATES
Employer EI Contributions	4,796	4,796	4,796	3,613	3,666	COMPLIES WITH GOVERNMENT OF CANADA EI RATES
	16,356	17,052	17,888	11,860	11,736	
Other						
Staff Development (\$800 per staff)	3,200	3,200	3,200	2,400	1,333	INCREASE DUE TO ADDITIONAL STAFF MEMBER
Professional Development	1,500	1,500	1,500	-	-	NEW
	4,700	4,700	4,700	2,400	1,333	
Total for Support Staff Represented by NASA	362,431	370,193	379,242	270,023	248,494	
Administrative/Professional Staff						
Salaries and Merit Pay						
Salaries	243,441	248,220	253,094	306,501	301,548	CPI + DECREASE IN STAFF BY ONE MEMBER DUE TO ONE POSITION RECLASSIFIED TO NASA IN 2019-2020
Merit Pay	23,776	23,776	23,776	28,800	31,526	DECREASE DUE TO STAFF POSITION CHANGES
	267,217	271,996	276,870	335,301	333,074	
Benefits						
Benefits	17,030	17,371	17,718	22,116	22,002	DECREASE DUE TO STAFF POSITION CHANGES
RRSP	23,417	23,885	24,363	30,410	30,253	DECREASE DUE TO STAFF POSITION CHANGES
GSA Health and Dental Plan and GSAP (Graduate Student Assistance Program)	1,639	1,721	1,807	2,186	2,001	DECREASE DUE TO STAFF POSITION CHANGES
	42,086	42,977	43,888	54,712	54,256	
Employer Contributions						
Employer CPP Contributions	7,868	8,335	8,897	10,241	10,248	COMPLIES WITH GOVERNMENT OF CANADA CPP RATES
Employer EI Contributions	3,277	3,293	3,309	4,501	4,784	COMPLIES WITH GOVERNMENT OF CANADA EI RATES
	11,145	11,628	12,206	14,742	15,032	
Total for Administrative/Professional Staff	320,448	326,601	332,964	404,755	402,362	
Other HR Expenses						
Office Recognition	1,000	1,020	1,040	1,000	571	NO CPI
Professional Expense Allowance	6,771	6,906	7,044	6,638	5,176	CPI
Workers' Compensation	2,227	2,271	2,317	2,183	2,131	CPI
Parking	150	150	150	150	93	NO CPI
	10,147	10,347	10,551	9,971	7,971	
Total	693,026	707,141	722,757	684,749	658,827	

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Office Administration and Operational Costs

	2020-2021 Budget for Approval	2021-2022 Budget	2022-2023 Budget	2019-2020 Budget	2018-2019 Actual	
Capital Items (per evergreening plan)	7,700	1,200	8,400	6,850	-	PER EVERGREENING PLAN
Information Technology Service Agreement	6,000	6,000	6,000	6,000	3,000	PER AGREEMENT
Telephone & Cable	3,100	3,162	3,225	3,100	2,960	
Office Supplies and Maintenance	13,000	5,100	5,202	5,000	3,016	CPI + OFFICE REORGANIZATION
Computer Software	5,236	5,341	5,448	3,173	2,494	CPI + INCREASE FOR NEW SOFTWARE
Payroll and Banking Service Charges	1,805	1,842	1,878	1,770	1,239	CPI
Photocopier Lease and Meter	6,000	6,000	6,000	6,000	5,858	PER AGREEMENT
General Liability Insurance (Office)	700	714	728	686	535	CPI
AMICCUS-C Membership	725	725	725	700	650	INCREASE IN 2020
Total	44,267	30,083	36,882	33,279	19,752	

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Professional

	2020-2021 Budget for Approval	2021-2022 Budget	2022-2023 Budget	2019-2020 Budget	2018-2019 Actual	
Financial Auditing	12,200	12,200	12,200	12,200	11,550	NO CPI
Consultants	15,000	15,000	15,000	10,000	3,498	INCREASE
Investment Advisor	15,000	16,000	17,000	14,000	14,167	INCREASE
Legal Fees - General	22,000	22,000	22,000	22,000	5,939	NO CPI
Total	64,200	65,200	66,200	58,200	35,154	

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Operating/Contingency Fund

	2020-2021 Budget for Approval	2021-2022 Budget	2022-2023 Budget	2019-2020 Budget	2018-2019 Actual	
Operating/Contingency Fund	20,000	20,000	20,000	20,000	3,653	NO CPI
Total	20,000	20,000	20,000	20,000	3,653	

The Graduate Students' Association of the University of Alberta
 2020-2023 Restricted and Other Funding Budget

GSA - Restricted and Other Funding - Revenue

	2020-2021 Budget for Approval	2021-2022 Budget	2022-2023 Budget	2019-2020 Approved Budget	2018-2019 Actual	
Fundraised Activity						
GSA Agenda/Handbook	9,500	9,500	9,500	9,500	9,530	NO CPI
Graduate Student Support Fund (GSSF) Projects (Restricted Revenue)						
GSA Recognition Awards	18,000	18,000	18,000	18,000	18,000	PROJECTED PER PREVIOUS MOS
GSA Child Care Grants	331,100	331,100	331,100	334,720	366,000	PROJECTED PER PREVIOUS MOS
GSA Emergency Bursaries	141,900	141,900	141,900	188,280	101,096	PROJECTED PER PREVIOUS MOS
GSA Academic Travel Awards	473,000	473,000	473,000	523,000	357,090	PROJECTED PER PREVIOUS MOS
	964,000	964,000	964,000	1,064,000	842,186	
Other Restricted Funding						
CJSR Fees Collected Per Referendum	15,730	15,887	16,046	15,288	15,542	BASED ON GRADUATE STUDENT ENROLMENT
GSAP (Graduate Student Assistance Program) Fees Collected Per Referendum	82,000	82,820	83,648	68,680	80,525	BASED ON GRADUATE STUDENT ENROLMENT
Health Plan Fees Collected Per Referendum	1,667,407	1,684,081	1,700,922	1,667,407	1,546,323	ESTIMATE - THE ACTUAL FEE RATE IS DETERMINED BY GSA COUNCIL AT A SEPARATE MEETING
Dental Plan Fees Collected Per Referendum	1,246,248	1,258,710	1,271,298	1,246,248	1,182,233	ESTIMATE - THE ACTUAL FEE RATE IS DETERMINED BY GSA COUNCIL AT A SEPARATE MEETING
	3,011,385	3,041,499	3,071,914	2,997,623	2,824,623	
	3,984,885	4,014,999	4,045,414	4,071,123	3,676,339	

Restricted and Other Funding - Expenses

	2020-2021 Budget for Approval	2021-2022 Budget	2022-2023 Budget	2019-2020 Budget	2018-2019 Actual	
Fundraised Activity						
GSA Planner	9,500	9,500	9,500	9,500	10,408	
Graduate Student Support Fund (GSSF) Projects (Restricted Revenue)						
GSA Graduate Student Recognition Awards	18,000	18,000	18,000	18,000	18,000	PROJECTED PER PREVIOUS MOS
GSA Child Care Grants	331,100	331,100	331,100	334,720	366,000	PROJECTED PER PREVIOUS MOS
GSA Emergency Bursaries	141,900	141,900	141,900	188,280	101,096	PROJECTED PER PREVIOUS MOS
GSA Academic Travel Grants	473,000	473,000	473,000	523,000	357,090	PROJECTED PER PREVIOUS MOS
	964,000	964,000	964,000	1,064,000	842,186	
Other Restricted Funding						
CJSR Fees Collected - \$1.00 per student goes to the radio station's operations	15,730	15,887	16,046	15,288	15,542	BASED ON GRADUATE STUDENT ENROLMENT
GSAP (Graduate Student Assistance Program) Fees Collected	82,000	82,820	83,648	68,680	80,525	BASED ON GRADUATE STUDENT ENROLMENT
Health Plan Revenue	1,667,407	1,684,081	1,700,922	1,667,407	1,451,874	ESTIMATE - THE ACTUAL FEE RATE IS DETERMINED BY GSA COUNCIL AT A SEPARATE MEETING
Dental Plan Revenue	1,246,248	1,258,710	1,271,298	1,246,248	1,137,394	ESTIMATE - THE ACTUAL FEE RATE IS DETERMINED BY GSA COUNCIL AT A SEPARATE MEETING
	3,011,385	3,041,499	3,071,914	2,997,623	2,685,335	
	3,984,885	4,014,999	4,045,414	4,071,123	3,537,929	