

**2018-2019 SAF Operating Budget (June 1, 2018 - May 31, 2019)**

Approved at AGM - September 27, 2018

	Summer Jun - Aug	Fall Sep - Dec	Winter Jan - May	Fiscal 2018-2019	Notes
<b>Income</b>					
Undergrad Fee-Levy Rev	\$ 19,185	\$ 91,910	\$ 76,612	\$ 187,706	1% Growth - stable with 2017-2018
Graduate Fee Levy Rev	6,639	8,080	8,839	23,557	1% Growth - stable with 2017-2018
Interest Income	255	340	405	1,000	Savings Account Interest
Refunds-Allowances	-	(400)	(404)	(804)	Optouts ~400\$ per semester
Reimbursement from Dept. Arts & Science	-	-	5,000	5,000	Faculty of A&S to transfer \$5K to SAF
Eric-St-Pierre Project Funding	-	2,500	2,500	5,000	Eric St-Pierre Year 1 & Year 2 Funding
<b>Total Income</b>	<b>26,079</b>	<b>102,430</b>	<b>92,951</b>	<b>221,460</b>	
<b>Funding</b>					
Project Funding	(15,000)	(37,778)	(47,222)	(100,000)	~30 Project funded (avg project funded ~3.5K)
Internal Projects	(1,250)	(1,667)	(2,083)	(5,000)	For partnerships/intenal events
Academic Scholarship - Curriculum Awards	-	-	(10,000)	(10,000)	Yr 2/3 Commitment to Fund Research Projects
Eric St Pierre Project Funding	-	(2,500)	(2,500)	(5,000)	Eric St-Pierre Year 1 & Year 2 Project Reimb
Community Contributions	-	(500)	(500)	(1,000)	
<b>Total Project Funding</b>	<b>(16,250)</b>	<b>(42,444)</b>	<b>(62,306)</b>	<b>(121,000)</b>	
% of Income	62.3%	41.4%	67.0%	54.6%	
<b>Payroll</b>					
CEO	(8,625)	(11,500)	(14,375)	(34,500)	Annual Contracted Salary
CFO	(3,557)	(4,802)	(6,228)	(14,587)	CFO at 19.76/hr until Dec/18
Project Cordinator	(2,704)	(4,020)	(5,100)	(11,824)	PC at 16\$/hr until Nov/18
Outreach Cordinator	(3,024)	(4,320)	(5,400)	(12,744)	avg of \$17.50\$/hr
Remittances	(1,791)	(2,464)	(3,110)	(7,366)	10% of employee gross salary
<b>Total Payroll</b>	<b>(19,701)</b>	<b>(27,107)</b>	<b>(34,213)</b>	<b>(81,021)</b>	
% of Income	75.5%	26.5%	36.8%	36.6%	
<b>Expenses</b>					
745 Minute Taking	(200)	(250)	(250)	(700)	Stippend - Paid throughout year
Board Facilitator	(400)	(450)	(450)	(1,300)	Stippend - Paid throughout year
AGM	-	(1,000)	-	(1,000)	Falls in the middle of September
Bank charges	(30)	(40)	(50)	(120)	Bank Charges - Desjardins
Computer/Acco Software	(120)	(160)	(300)	(580)	QBO and Other Softwares
Food For Meetings	(300)	(400)	(500)	(1,200)	~100/month
Gov't/Filing	-	(350)	-	(350)	Registration + Filings
Insurance	(240)	(320)	(400)	(960)	~80/mo
Legal and professional fees	-	(2,750)	-	(2,750)	Audit Fees
Marketing	(600)	(800)	(1,000)	(2,400)	All Outreach Related
Office Expenses	(150)	(200)	(250)	(600)	All Office related expenses
Office Phone	(150)	(200)	(250)	(600)	~50/month
Payroll Service Charges	(180)	(240)	(300)	(720)	~1K per year
Postage	(60)	(80)	(100)	(240)	Through Concordia Mail
Supplies	(100)	(100)	(100)	(300)	Office Supplies
Website	(500)	(400)	(500)	(1,400)	Online Application Upgrade
Ammortization	(375)	(500)	(625)	(1,500)	New Computer amort ~3 yrs & Office Furniture
Professional Development	(375)	(500)	(625)	(1,500)	Professional Development Fund
Health & Well Being	(300)	(400)	(500)	(1,200)	Health and Well being Fund ~\$300/employee
<b>Other Expenses</b>	<b>(4,080)</b>	<b>(9,140)</b>	<b>(6,200)</b>	<b>(19,420)</b>	
% of Income	15.6%	8.9%	6.7%	8.8%	
<b>Total Expenses</b>	<b>(40,031)</b>	<b>(78,691)</b>	<b>(102,719)</b>	<b>(221,441)</b>	
<b>Net Income</b>	<b>\$ (13,952)</b>	<b>\$ 23,739</b>	<b>\$ (9,768)</b>	<b>\$ 19</b>	