



GSA ANNUAL OPERATING AND CAPITAL BUDGET, GSA LABOUR UNION RESTRICTED FUND BUDGET, GSA RESTRICTED AND OTHER FUNDING BUDGET & GSA THREE-YEAR BUDGET/BUSINESS PLAN

2 0 2 4 - 2 0 2 5

Notes:

- Three annual budgets approved by GSA Council on 18 March 2024
- GSA Three-Year Budget/Business Plan received for information by GSA Council on 18 March 2024

The Graduate Students' Association of the University of Alberta 2024-2027 GSA Operating Budget (including Capital Budget)

DRAFT ONLY-FOR DISCUSSION PURPOSES

NO CHANGE IN THE GSA FEE, 0%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.2%/2.0%/2.0% INCREASE INFLATION FACTOR APPLIED TO SELECTED EXPENSES. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

HIGH LEVEL SUMMARY - OPERATING AND CAPITAL BUDGET

6.6

	2024-2025 Budget for Approval	2025-2026 Budget	2026-2027 Budget	2023-2024 Budget	2022-2023 Actual
REVENUE					
Annual GSA Membership Fees	1,232,821	1,245,149	1,257,600	1,232,821	1,217,686
Interest Income	80,000	50,000	40,000	50,000	105,200
External Committed Funding	26,880	26,880	26,880	26,880	33,712
Revenue from Commercial Activities	40,162	40,162	40,162	40,162	20,104
Other Revenue	1,300	1,300	1,300	1,300	-
Total Revenue	1,381,163	1,363,491	1,365,942	1,351,163	1,376,702
EXPENSES					
Advocacy	63,672	63,646	64,154	58,124	48,069
Services Expenses	157,158	158,205	159,274	155,150	116,401
Governance	240,318	245,082	249,968	235,180	207,024
Human Resources	661,417	671,029	682,658	742,533	634,071
Office Administration and Operational Costs	51,308	49,445	49,140	33,565	31,725
Professional	61,564	62,355	63,152	60,250	101,285
Operating/Contingency Fund	15,000	15,000	15,000	15,000	10,000
Sub-total	1,250,436	1,264,762	1,283,347	1,299,802	1,148,575
Revenues Exceed Expenditures	130,726	98,729	82,596	51,361	228,127

GOAL: BALANCED BUDGET

The Graduate Students' Association of the University of Alberta
 2024-2027 GSA Operating Budget (including Capital Budget)

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NO CHANGE IN THE GSA FEE, 0%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.2%/2.0%/2.0% INCREASE INFLATION FACTOR APPLIED TO SELECTED EXPENSES. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Revenue

	2024-2025 Budget for Approval	2025-2026 Budget	2026-2027 Budget	2023-2024 Budget	2022-2023 Actual	
GSA Fees (see below for detailed calculations)	1,232,821	1,245,149	1,257,600	1,232,821	1,217,686	
Interest Income						
Interest Income	80,000	50,000	40,000	50,000	105,200	NO CPI, PER INTEREST RATES
External Committed Funding						
Funding from the Dean of Students and the Dean of FGSR	7,190	7,190	7,190	7,190	9,190	PER AGREEMENT
Funding From Studentcare	8,190	8,190	8,190	8,190	10,000	PER AGREEMENT EFFECTIVE 2020-2025
Funding from TDIMM	11,500	11,500	11,500	11,500	14,522	PER AGREEMENT
	26,880	26,880	26,880	26,880	33,712	
Revenue from Commercial Activities						
Chopped Leaf (in Physical Activity and Wellness (PAW) Centre) Revenue	40,162	40,162	40,162	40,162	20,104	PER AGREEMENT
Other Revenue	1,300	1,300	1,300	1,300	-	NO CPI
Total	1,381,163	1,363,491	1,365,942	1,351,163	1,376,702	

GSA Fees (Calculations)			
Number of full-time graduate students (estimate)	6,691	6,758	6,826
Fees (per annum per student)	156.02	156.02	156.02
	1,043,969	1,054,409	1,064,953
Number of part-time graduate students (estimate)	1,614	1,630	1,646
Fees (per annum per student)	117.01	117.01	117.01
	188,852	190,740	192,648
	1,232,821	1,245,149	1,257,600

2021-2022 Full-time average X 1.0%	6,691
2021-2022 Part-time average X 1.0%	1,614
Total students	8,305

NO CHANGE IN THE GSA FEE, 0%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.2%/2.0% /2.0% INCREASE INFLATION FACTOR APPLIED TO SELECTED EXPENSES. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

1.022 1.02 1.02

Advocacy

	2024-2025 Budget for Approval	2025-2026 Budget	2026-2027 Budget	2023-2024 Budget	2022-2023 Actual	
Advocacy						
Business Travel and External Relations and Advocacy	24,368	24,320	24,806	23,843	14,851	CPI
University Relations	1,084	1,106	1,128	1,061	154	CPI
Indigenous Strategic Initiatives	5,000	5,000	5,000	N/A	N/A	NEW BUDGET LINE FOR INDIGENOUS CONSULTATION HONORARIUMS
External Advocacy (previously ab-GPAC)	33,220	33,220	33,220	33,220	33,064	NO INCREASE FROM 2023-2024
Total	63,672	63,646	64,154	58,124	48,069	
External Advocacy (previously ab-GPAC) Estimate						
Student Numbers	8,305					
Fee Per Student	4					
Total	33,220	-	-			

The Graduate Students' Association of the University of Alberta
 2024-2027 GSA Operating Budget (including Capital Budget)

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NO CHANGE IN THE GSA FEE, 0%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.2%/2.0%/2.0% INCREASE INFLATION FACTOR APPLIED TO SELECTED EXPENSES. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Services Expenses

	2024-2025	1.022 2025-2026	1.02 2026-2027	1.02 2023-2024	2022-2023
	Budget for Approval	Budget	Budget	Budget	Actual
Grants and Subsidies					
Academic Workshop Subsidies	12,000	12,000	12,000	12,000	12,000
External Grants	4,000	4,000	4,000	4,000	-
Campus Food Bank	27,000	27,000	27,000	27,000	25,000
Child Care Access	5,021	5,021	5,021	5,000	5,021
	48,021	48,021	48,021	48,000	42,021
Graduate Student Groups					
GSA Council Remuneration	17,250	17,250	17,250	17,250	8,500
GSA Graduate Student Group Grant	36,000	36,000	36,000	36,000	20,575
	53,250	53,250	53,250	53,250	29,075
Other Expenses					
Annual Strategic Plan Initiatives	3,500	3,500	3,500	2,500	1,065
Engagement, Orientation, and Outreach	40,114	40,916	41,734	39,250	33,734
GSA Awards Night	12,273	12,519	12,769	12,009	10,506
	55,887	56,934	58,003	53,759	45,305
Total	157,158	158,205	159,274	155,009	116,401

NO CPI
 NO CPI
 PENDING RESULT OF 2024 REFERENDUM TO INTRODUCE A DEDICATED FEE
 THIS BUDGET LINE MAY NOT BE NEEDED IN 2025-2026 and 2026-2027
 CHILD CARE ACCESS INITIATIVE WITH THE STUDENTS' UNION

NO CPI
 NO CPI
 INCREASE TO FUND GSA 5-YEAR INITIATIVES

CPI
 CPI

NO CHANGE IN THE GSA FEE, 0%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.2%/2.0%/2.0% INCREASE INFLATION FACTOR APPLIED TO SELECTED EXPENSES. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Governance

	1.022	1.02	1.02			
	2024-2025 Budget for Approval	2025-2026 Budget	2026-2027 Budget	2023-2024 Budget	2022-2023 Actual	
Directly-Elected Officers Stipends						
Directly-Elected Officers Stipends (VPs)	146,432	149,360	152,348	143,280	138,276	CPI
President Stipend	45,757	46,672	47,606	44,772	43,209	CPI
	192,189	196,032	199,954	188,052	181,485	
Directly-Elected Officers Benefits						
GSA Health and Dental Plan	3,100	3,410	3,750	2,758	2,627	18% INCREASE ESTIMATED PER 2021-2025 AGREEMENT
U-Pass	2,700	2,700	2,700	2,700	2,340	
	5,800	6,110	6,450	5,458	4,967	
Directly Elected Officers - Employer Contributions						
Employer CPP Contributions	10,555	10,783	11,017	10,308	9,533	COMPLIES WITH GOVERNMENT OF CANADA CPP RATES
	10,555	10,783	11,017	10,308	9,533	
Directly-Elected Officers - Other Expenses						
Insurance (<i>Director and Officer Liability Insurance</i>)	1,437	1,466	1,495	1,406	197	CPI
Election Expenses	3,926	4,004	4,084	3,841	3,355	CPI
Transition/Discover Governance	5,140	5,140	5,140	5,140	-	
Training/Development	6,000	6,000	6,000	6,000	1,132	
Directly-Elected Officers' Expenses	3,101	3,163	3,226	3,034	901	CPI
GSA Standing Committee Food and Other Expenses	528	539	550	517	247	CPI
	20,132	20,311	20,495	19,938	5,832	
GSA Council Expenses						
GSA Council Food and Other Expenses	6,340	6,467	6,597	6,204	1,672	CPI
GSA Council Speaker Honorarium	2,269	2,314	2,361	2,220	2,035	CPI
Chief Returning Officer Honorarium	1,533	1,564	1,595	1,500	1,500	CPI
Other Honoraria	1,500	1,500	1,500	1,500	-	NO CPI
	11,642	11,845	12,052	11,424	5,207	
Total	240,318	245,082	249,968	235,180	207,024	

The Graduate Students' Association of the University of Alberta
2024-2027 GSA Operating Budget (including Capital Budget)

6.11

NO CHANGE IN THE GSA FEE, 0%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.2%/2.0%/2.0% INCREASE INFLATION FACTOR APPLIED TO SELECTED EXPENSES. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Human Resources

	2024-2025 Budget for Approval	1.022 2025-2026 Budget	1.02 2026-2027 Budget	2023-2024 Budget	2022-2023 Actual
Support Staff (Represented by NASA)					
Salaries	243,840	248,063	252,371	313,380	296,211
Benefits					
Benefits	16,892	17,230	17,575	24,710	23,496
RRSP	23,227	23,692	24,166	33,977	32,307
GSA Health and Dental Plan and GSAP (Graduate Student Assistance Program)	1,926	2,115	2,322	2,295	1,959
Employer Contributions	42,045	43,037	44,063	60,982	57,762
Employer CPP Contributions	13,843	14,443	14,443	15,286	14,167
Employer EI Contributions	5,060	5,060	5,060	5,716	5,385
Other	18,903	19,503	19,503	21,002	19,552
Staff Development (\$1500 per staff)	4,500	4,500	4,500	6,000	1,500
Professional Development	1,500	1,500	1,500	1,500	83
	6,000	6,000	6,000	7,500	1,583
Total for Support Staff Represented by NASA	310,788	316,603	321,937	402,864	375,108
Administrative/Professional Staff					
Salaries and Merit Pay					
Salaries	255,194	260,208	265,322	247,038	190,002
Merit Pay	23,990	23,990	23,990	23,776	19,601
	279,184	284,198	289,312	270,814	209,603
Benefits					
Benefits	18,567	18,938	19,317	17,914	14,239
RRSP	25,529	26,040	26,560	24,632	19,520
GSA Health and Dental Plan and GSAP (Graduate Student Assistance Program)	1,926	2,115	2,322	1,721	1,469
Employer Contributions	46,022	47,093	48,199	44,267	35,228
Employer CPP Contributions	10,873	8,511	8,511	10,277	7,775
Employer EI Contributions	3,947	3,966	3,986	3,766	3,018
	14,820	12,477	12,497	14,043	10,793
Total for Administrative/Professional Staff	340,026	343,768	350,008	329,124	255,624
Other HR Expenses					
Office Recognition	1,000	1,000	1,000	1,000	601
Professional Expense Allowance	6,886	6,886	6,886	6,886	2,298
Workers' Compensation	2,717	2,772	2,827	2,659	3,210
	10,603	10,658	10,713	10,545	6,109
Total	661,417	671,029	682,658	742,533	634,071

CPI AND POSITION CHANGES

18% Health and Dental Plan increase estimate

COMPLIES WITH GOVERNMENT OF CANADA CPP RATES
COMPLIES WITH GOVERNMENT OF CANADA EI RATES

CPI AND STAFF CHANGES

18% Health and Dental Plan increase estimate

COMPLIES WITH GOVERNMENT OF CANADA CPP RATES
COMPLIES WITH GOVERNMENT OF CANADA EI RATES

NO CPI
NO CPI
PER PREMIUM + CPI

The Graduate Students' Association of the University of Alberta

2024-2027 GSA Operating Budget (including Capital Budget)

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NO CHANGE IN THE GSA FEE, 0%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.2%/2.0%/2.0% INCREASE INFLATION FACTOR APPLIED TO SELECTED EXPENSES. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Office Administration and Operational Costs

	1.022	1.02	1.02	2023-2024	2022-2023	
	2024-2025	2025-2026	2026-2027	Budget	Actual	
	Budget for	Budget	Budget			
Capital Items (per Evergreening Plan)	8,250	6,000	5,300	3,000	2,636	PER EVERGREENING PLAN
Information Technology Service Agreement	6,000	6,000	6,000	6,000	3,150	PER AGREEMENT
Telephone & Cable	2,900	2,900	2,900	3,345	2,822	NO CPI
Office Supplies and Maintenance	3,577	3,649	3,722	3,500	7,405	CPI
Computer Software	13,017	13,278	13,543	10,291	9,360	CPI PLUS NEW SOFTWARE
Grants Processing Software	12,000	12,000	12,000	N/A	N/A	NEW BUDGET LINE
Payroll and Banking Service Charges	1,991	2,031	2,071	1,948	1,548	CPI
Photocopier Lease and Meter	2,000	2,000	2,000	4,000	3,516	PER NEW AGREEMENT
General Liability Insurance (Office)	773	788	804	756	563	CPI
AMICCUS-C Membership	800	800	800	725	725	MEMBERSHIP DUES INCREASE
Total	51,308	49,445	49,140	33,565	31,725	

The Graduate Students' Association of the University of Alberta

2024-2027 GSA Operating Budget (including Capital Budget)

6.13

NO CHANGE IN THE GSA FEE, 0%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.2%/2.0%/2.0% INCREASE INFLATION FACTOR APPLIED TO SELECTED EXPENSES. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Professional

	1.022	1.02	1.02		
	2024-2025 Budget for Approval	2025-2026 Budget	2026-2027 Budget	2023-2024 Budget	2022-2023 Actual
Financial Auditing	14,564	14,855	15,152	14,250	13,781
Consultants	5,000	5,000	5,000	5,000	27,380
Investment Advisor	22,000	22,500	23,000	21,000	20,240
Legal Fees - General	20,000	20,000	20,000	20,000	39,884
Total	61,564	62,355	63,152	60,250	101,285

INCREASE AS PER 2023-2024 ACTUAL EXPENSE PLUS CPI

NO CHANGE

INCREASE IN RELATION TO INCREASED VALUE OF INVESTMENTS

NO CPI

NO CHANGE IN THE GSA FEE, 0%/1%/1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2.2%/2.0%/2.0% INCREASE INFLATION FACTOR APPLIED TO SELECTED EXPENSES. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Operating/Contingency Fund

	2024-2025	2025-2026	2026-2027	2023-2024	2022-2023
	Budget for Approval	Budget	Budget	Budget	Actual
Operating/Contingency Fund	15,000	15,000	15,000	15,000	10,000
Total	15,000	15,000	15,000	15,000	10,000

Account Name and Budget	Brief Description	Narrative and Variance
REVENUE		
GSA Fees		
Annual GSA Membership Fees \$1,232,821 budget	<ul style="list-style-type: none"> ● The GSA is supported by annual graduate student membership fees which are levied by GSA Council and collected by the University. The fees received are based on the number of full-time and part-time graduate students attending the University. Following approval of the fee amount by GSA Council, the annual fees are submitted to the University Board of Governors to provide for collection. ● Based on the three-year funding agreement signed between the GSA and the University on 17 May 2022, the GSA will receive: <ul style="list-style-type: none"> ○ 40% advance in May based on the projected fall/winter enrollment. ○ 90% (of fall term fees) in October based on the assessed fees for the fall/winter terms, <i>after the fall term 100% withdrawal deadline in October.</i> ○ 90% (of winter term fees) in February based on the assessed fees for the fall/winter terms, <i>after the winter term 100% withdrawal deadline in February.</i> ○ Final payment in April (next fiscal year) after the actual graduate student enrollment is reconciled. 	<ul style="list-style-type: none"> ● No change in GSA fees. ● For 2024-2025, the projected GSA revenue is \$1,232,821. This is based on fees paid by a projected 6,691 full-time graduate students (6,691 @ \$156.02 per graduate student) and a projected 1,614 part-time graduate students (1,614 @ \$117.01 per graduate student). ● The 2023-2024 budget was \$1,232,821. This was based on fees paid by 6,691 full-time graduate students (6,691@ \$156.02 per graduate student) and 1,614 part-time graduate students (1,614@ \$117.01). ● The 2022-2023 actual was \$1,217,686.
Interest Income		
Interest Income \$80,000 budget	<ul style="list-style-type: none"> ● Interest income on bank accounts is deposited monthly. ● The GSA also holds an investment portfolio and the income from these investments is re-invested and is reported in the annual audited financial statements. ● ATB Wealth manages the investment portfolio in compliance with the GSA Investment Strategy. This strategy includes monthly reporting of the investment activity and bi-annual meetings with the investment advisor and the GSA Budget and Finance Committee. 	<ul style="list-style-type: none"> ● Projected increase due to increase in Interest rates. ● The 2023-2024 budget was \$50,000. ● The 2022-2023 actual was \$105,200

GSA 2024-2025 Operating Budget (including Capital Budget) Narrative

6.16

External Committed Funding		
Funding from the Dean of Students and the Dean of FGSR \$7,190 budget	<ul style="list-style-type: none"> This funding is described in letters from the Dean of the Faculty of Graduate Studies and Research (FGSR) and Dean of Students and covers, for instance, some of the expenses of the GSA-hosted fall and winter orientation events and other graduate student engagement activities. FGSR funding must be requested yearly. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$7,190. The 2022-2023 actual was \$9,190.
Funding from Studentcare \$8,190 budget	<ul style="list-style-type: none"> Studentcare provides \$8,190 per year to the GSA to be used for the benefit of graduate students entirely at the discretion of the GSA. The commitment is for a 5-year term: 2020-2025. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$8,190. The 2022-2023 actual was \$10,000.
Funding from TDIMM \$11,500 budget	<ul style="list-style-type: none"> Signed agreement with TD Insurance Meloche Monnex (TDIMM) (from 2021-2026) provides funding for various events and initiatives organized by the GSA, such as GSA Awards Night and orientation/engagement events. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$11,500. The 2022-2023 actual was \$14,522.
Revenue from Commercial Activities		
Chopped Leaf (in the Physical Activity and Wellness (PAW) Centre) Revenue \$40,162 budget	<ul style="list-style-type: none"> The GSA has a financial arrangement, in the form of a sub-lease, with the Students' Union to receive rental revenue from the Chopped Leaf food outlet. Revenues commenced in August 2015. From 2020-2023 there was an interruption in revenue due to the COVID-19 pandemic. A return to normal revenue is expected in 2023-2024. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$40,162. The 2022-2023 actual was \$20,102.
Other Revenue		
Other Revenue \$1,300 budget	<ul style="list-style-type: none"> This line is used to record revenue that may arise from other sources such as Studentcare Continuum payments or one-time funding/grant opportunities. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$1,300. The 2022-2023 actual was \$0.

EXPENSES		
Advocacy		
Business Travel and External Relations and Advocacy \$24,368 budget	<ul style="list-style-type: none"> Relationship-building, with a focus on advocacy, between the GSA, government, and other organizations (usually in the form of travel expenses, hosting, or meetings related to advocacy). 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase. The 2023-2024 budget was \$23,843. The 2022-2023 actual was \$14,851.
University Relations \$1,084 budget	<ul style="list-style-type: none"> Expenses related to the building and maintenance of relationships between the GSA and University units (usually in the form of hosting/meeting expenses). 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase. The 2023-2024 budget was \$1,061. The 2022-2023 actual was \$154.
Indigenous Strategic Initiatives \$5,000 budget	<ul style="list-style-type: none"> GSA support of indigenous strategic initiatives in support of the U of A Indigenous Strategic Plan. 	<ul style="list-style-type: none"> New budget line for 2024-2025.
External Advocacy (previously ab-GPAC) \$33,220 budget	<ul style="list-style-type: none"> Expenditure for joining federal and provincial lobbies 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$33,220. The 2022-2023 actual was \$33,064.
Services		
Grants and Subsidies		
Academic Workshop Subsidies \$12,000 budget	<ul style="list-style-type: none"> Subsidies to the Academic Success Centre and the Career Centre increased in 2020-2021 to ensure that their graduate student programs can be accessed by more students. Graduate students' reviews (reviewed regularly by the GSAB) of the workshops are outstanding. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$12,000. The 2022-2023 actual was \$12,000.
External Grants \$4,000 budget	<ul style="list-style-type: none"> Funds requested for external grants for events such as the Student Advisors' Conference and International Week. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$4,000. The 2022-2023 actual was \$0.
Campus Food Bank \$27,000 budget	<ul style="list-style-type: none"> Contribution made to the Campus Food Bank (CFB) (which was founded by the GSA) in recognition of the valuable support it provides to graduate students. The CFB is holding a referendum in March 2024 to assess a dedicated fee directly to students. If successful, this budget line will cease in 2025-2026. The CFB Executive Director reports annually to the GSAB. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$27,000. The 2022-2023 actual was \$25,000.
Child Care Access \$5,021 budget	<ul style="list-style-type: none"> Continuation of a partnership with the Students' Union for a membership with a local daycare provider to facilitate limited childcare services for students who parent. 	<ul style="list-style-type: none"> Moderate increase to the 2024-2025 budget. The 2023-2024 budget was \$5,000. The 2022-2023 actual was \$5,021.

Graduate Student Groups		
GSA Council Remuneration \$17,250 budget	<ul style="list-style-type: none"> ● Funding of \$250 for eligible graduate student groups (69) based on the attendance of their Councillor at GSA Council meetings from 1 May to 30 April. 	<ul style="list-style-type: none"> ● No change to the 2024-2025 budget. ● The 2023-2024 budget was \$17,250. ● The 2022-2023 actual was \$8,500.
GSA Graduate Student Group Grant \$36,000 budget	<ul style="list-style-type: none"> ● The GSA provides a grant program, ongoing through the year, for GSA Graduate Student Groups to: <ul style="list-style-type: none"> ▪ Bring in special guest lecturers or host events. ▪ Support the academic activities of graduate students. ▪ Provide modest start-up funding for new groups. 	<ul style="list-style-type: none"> ● No change to the 2024-2025 budget. ● The 2023-2024 budget was \$36,000. ● The 2022-2023 actual was \$20,575.
Other Expenses		
Annual Strategic Work Plan Initiatives \$3,500 budget	<ul style="list-style-type: none"> ● Any new Strategic Work Plan (SWP) initiatives may be funded from this budget line. 	<ul style="list-style-type: none"> ● Increase to the 2024-2025 budget. ● The 2023-2024 budget was \$2,500. ● The 2022-2023 actual was \$1,065.
Engagement, Orientation, and Outreach \$40,114 budget	<ul style="list-style-type: none"> ● Covers the expenses of the GSA-hosted fall and winter orientation events for new graduate students, other engagement events (aside from the GSA Awards Night), swag purchases and SUTV ads. ● Depending on graduate student demand for the GSA Planner, and the ad revenue, this budget is also used to cover the cost of printing additional Planners not covered by the revenue from ad sales. 	<ul style="list-style-type: none"> ● Applied 2.2% CPI increase. ● The 2023-2024 budget was \$39,250. ● The 2022-2023 actual was \$33,734.
GSA Awards Night \$12,273 budget	<ul style="list-style-type: none"> ● Expenses for the annual GSA Awards Night (normally in March). Awards distributed are funded by the Graduate Student Support Fund (see the Restricted and Other Funding Budget Narrative). ● Indigenous Student Graduate Award and two Spirit Awards are funded from this budget line (GSA supported). 	<ul style="list-style-type: none"> ● Applied 2.2% CPI increase. ● The 2023-2024 budget was \$12,009. ● The 2022-2023 actual was \$10,506.

Governance		
Directly Elected Officer Stipends		
Directly Elected Officers (DEOs) Stipends \$192,189 budget	<ul style="list-style-type: none"> • DEOs include the President, the VP Academic, the VP External, the VP Student Life, and the VP Student Services. In 2024-2025, the President will receive an annual stipend of \$45,757 and the four VP positions will each receive \$36,608. Any changes in the stipends above the Alberta Consumer Price Index are subject to explicit approval by GSA Council (GSA Bylaw and Policy, Section D.BYL.1.4.b). • Note that the stipends are gross stipends and include income tax, and Canada Pension Plan (CPP) deductions. Remittances are made on behalf of DEOs from their stipend totals. 	<ul style="list-style-type: none"> • Applied a 2.2% CPI increase. • The 2023-2024 budget was \$188,052. • The 2022-2023 actual was \$181,485.
Directly Elected Officer Benefits		
GSA Health and Dental Plan \$3,100 budget	<ul style="list-style-type: none"> • The estimated 2024-2025 rate is \$620 per DEO per annum (assumes a 18% increase with the actual fee set by GSA Council in March). 	<ul style="list-style-type: none"> • Projected increase in the 2024-2025 budget. • The 2023-2024 budget was \$2,758. • The 2022-2023 actual was \$2,627.
U-Pass \$2,700 budget	<ul style="list-style-type: none"> • The U-Pass is set at \$180 each term in 2023-2024 per agreement with the transit systems and municipal student associations. This amount is reimbursed in May, September, and January. 	<ul style="list-style-type: none"> • No change to the 2024-2025 budget. • The 2023-2024 budget was \$2,700. • The 2022-2023 actual was \$2,340.
Directly Elected Officer Employer Contributions		
Employer CPP Contributions \$10,555 budget	<ul style="list-style-type: none"> • CPP is calculated at the Government of Canada rate for 2024. • This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> • Detailed calculation performed on actual salaries. • The 2023-2024 budget was \$10,308. • The 2022-2023 actual was \$9,533.

Directly Elected Officers - Other Expenses		
Insurance \$1,437 budget	<ul style="list-style-type: none"> • Directors and Officers Liability Insurance paid annually in January. 	<ul style="list-style-type: none"> • Applied a 2.2% CPI increase. • The 2023-2024 budget was \$1,406. • The 2022-2023 actual was \$197.
Election Expenses \$3,926 budget	<ul style="list-style-type: none"> • This is used to cover expenses associated with the GSA General Election that takes place in February/March. 	<ul style="list-style-type: none"> • Applied a 2.2% CPI increase. • The 2023-2024 budget was \$3,841. • The 2022-2023 actual was \$3,355.
Transition/Discover Governance (Early Call) \$5,140 budget	<ul style="list-style-type: none"> • Discover Governance (formerly known as the Early Call for Talent and Training) programming occurs in the fall and early winter. • Transition programming typically occurs in March and April. 	<ul style="list-style-type: none"> • No change to the 2024-2025 budget. • The 2023-2024 budget was \$5,140. • The 2022-2023 actual was \$0.
Training/Development	<ul style="list-style-type: none"> • Expenses for the training and development of the DEOs to promote the effective performance of their duties. 	<ul style="list-style-type: none"> • No change to the 2024-2025 budget. • The 2023-2024 budget was \$6,000.

GSA 2024-2025 Operating Budget (including Capital Budget) Narrative

6.20

<p>\$6,000 budget</p> <p>Directly Elected Officers' Expenses</p> <p>\$3,101 budget</p>	<ul style="list-style-type: none"> Budget increased in 2023-2024 to meet DEO training needs. Expenses related to hosting/food/conferences to pursue GSA goals or initiatives. (e.g., one-on-one meetings with graduate students to discuss the role of the GSA in the lives of graduate students). 	<ul style="list-style-type: none"> The 2022-2023 actual was: \$1,132. Applied a 2.2% CPI increase. The 2023-2024 budget was \$3,034. The 2022-2023 actual was \$901.
<p>GSA Standing Committee Food and Other Expenses</p> <p>\$528 budget</p>	<ul style="list-style-type: none"> Provision of light refreshments, where warranted, at GSA standing committees meetings. 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase. The 2023-2024 budget was \$517. The 2022-2023 actual was \$247.
GSA Council Expenses		
<p>GSA Council Food and Other Expenses</p> <p>\$6,340 budget</p>	<ul style="list-style-type: none"> The estimate is based on 12 meetings per year. Provision of food at GSA Council (alternates between pizza and sandwich offerings) and other hosting expenses. Includes printing of GSA Council placards and celebratory/acknowledgement events. 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase. The 2023-2024 budget was \$6,204. The 2022-2023 actual was \$1,672.
<p>GSA Council Speaker Honorarium</p> <p>\$2,269 budget</p>	<ul style="list-style-type: none"> Speaker is paid an honorarium for chairing (and related duties) each GSA Council meeting (\$185 per meeting). 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase. The 2023-2024 budget was \$2,220. The 2022-2023 actual was \$2,035.
<p>Chief Returning Officer (CRO) Honorarium</p> <p>\$1,533 budget</p>	<ul style="list-style-type: none"> The CRO is paid an honorarium for managing the GSA General Election, including any by-elections and referenda. 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase. The 2023-2024 budget was \$1,500. The 2022-2023 actual was \$1,500.
<p>Other Honoraria</p> <p>\$1,500 budget</p>	<ul style="list-style-type: none"> This pool of money may be used to pay an honorarium to an individual(s) for significant and high-level work like that done by the Speaker or CRO (e.g., the Deputy Returning Officer needs to significantly assist the CRO for a significant period). 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$1,500. The 2022-2023 actual was \$0.

GSA 2024-2025 Operating Budget (including Capital Budget) Narrative

6.21

Human Resources		
Support Staff (Represented by NASA)		
Support Staff – Salaries \$243,840 budget	<ul style="list-style-type: none"> There are three full-time support staff positions (Strategic Operations Coordinator, Elections Coordinator and Grants Coordinator). Staff restructuring has resulted in lower support staff costs as one full-time position has been eliminated. Includes contractual cost of living increases and one-time payments (e.g., responsibility pay). 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase and staff changes. The 2023-2024 budget was \$313,380. The 2022-2023 actual was \$296,211.
Support Staff – Benefits \$16,892 budget	<ul style="list-style-type: none"> Calculated based on 8% of salary. 	<ul style="list-style-type: none"> Budget decreased for 2024-2025. The 2023-2024 budget was \$24,710. The 2022-2023 actual was \$23,496.
Support Staff – RRSP \$23,227 budget	<ul style="list-style-type: none"> Support staff receive RRSP payments for contribution to their own plans. Calculated based on 11% of salary. 	<ul style="list-style-type: none"> Budget decreased for 2024-2025. The 2023-2024 budget was \$33,977. The 2022-2023 actual was \$32,307.
Support Staff – GSA Health and Dental Plan and Graduate Student Assistance Program \$1,926 budget	<ul style="list-style-type: none"> The estimated 2024-2025 rate is \$620 per support staff member per annum (assumes a 18% increase with the actual fee set by GSA Council in March). The Graduate Student Assistance Program (GSAP) is \$21.80 per support staff per annum. 	<ul style="list-style-type: none"> Budget decreased for 2024-2025. The 2023-2024 budget was \$2,295. The 2022-2023 actual was \$1,959.
Support Staff – Employer CPP Contributions \$13,843 budget	<ul style="list-style-type: none"> CPP is calculated at the Government of Canada rate for 2024. This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> Detailed calculation performed on actual salaries. The 2023-2024 budget was \$15,286. The 2022-2023 actual was \$14,167.
Support Staff – Employer EI Contributions \$5,060 budget	<ul style="list-style-type: none"> EI is calculated at the Government of Canada rate for 2024. This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> Detailed calculation performed on actual salaries. The 2023-2024 budget was \$5,716. The 2022-2023 actual was \$5,385.
Support Staff Development \$6,000 budget	<ul style="list-style-type: none"> The support staff’s NASA collective agreement provides for support of \$1,500 per support staff for courses related to staff development. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$6,000. The 2022-2023 actual was \$1,500.
Support Staff Required Professional Development \$1,500 budget	<ul style="list-style-type: none"> This line is to support staff training and professional development opportunities as required by management. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$1,500. The 2022-2023 actual was \$83.

GSA 2024-2025 Operating Budget (including Capital Budget) Narrative

6.22

Administrative/Professional Staff		
Administrative/ Professional Staff -- Salaries \$255,194 budget	<ul style="list-style-type: none"> There are 2 full-time administrative/professional staff (Executive Director and Associate Director) and 2 part-time administrative/professional staff (Financial Manager and Accountant (CPA)). The Executive Director’s (ED) salary and other employment related expenses are established in a contractual agreement. 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase. The 2023-2024 budget was \$247,038. The 2022-2023 actual was \$190,002.
Administrative/ Professional Staff -- Merit Pay \$23,990 budget	<ul style="list-style-type: none"> In accordance with the ED’s contract, the ED can receive an annual merit payment. Additionally, the other administrative/professional staff are eligible to receive merit payments. 	<ul style="list-style-type: none"> Moderate change to the 2024-2025 budget. The 2023-2024 budget was \$23,776. The 2022-2023 actual was \$19,601.
Administrative/ Professional Staff -- Benefits \$18,567 budget	<ul style="list-style-type: none"> Calculated based on 8% of salary. 	<ul style="list-style-type: none"> Moderate change to the 2024-2025 budget. The 2023-2024 budget was \$17,914. The 2022-2023 actual was \$14,239.
Administrative/ Professional Staff -- RRSP \$25,529 budget	<ul style="list-style-type: none"> Administrative/professional staff receive RRSP payments for contribution to their own plans calculated based on 11% of salary. 	<ul style="list-style-type: none"> Moderate change to the 2024-2025 budget. The 2023-2024 budget was \$24,632. The 2022-2023 actual was \$19,520.
Administrative/ Professional Staff -- GSA Health and Dental Plan and Graduate Student Assistance Program \$1,926 budget	<ul style="list-style-type: none"> The estimated 2024-2025 rate is \$620 per administrative/professional staff per annum (assumes a 18% increase with the actual fee set by GSA Council in March). The GSAP is \$21.80 per administrative/professional staff per annum. 	<ul style="list-style-type: none"> Budget increased for 2024-2025. The 2023-2024 budget was \$1,721. The 2022-2023 actual was \$1,469.
Administrative/ Professional Staff -- Employer CPP Contributions \$10,873 budget	<ul style="list-style-type: none"> CPP is calculated at the Government of Canada rate for 2024. This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> Detailed calculation performed on actual salaries. The 2023-2024 budget was \$10,277. The 2022-2023 actual was \$7,775.
Administrative/ Professional Staff – Employer EI Contributions \$3,947 budget	<ul style="list-style-type: none"> EI is calculated at the Government of Canada rate for 2024. This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> Detailed calculation performed on actual salaries. The 2023-2024 budget was \$3,766. The 2022-2023 actual was \$3,018.
Other HR Expenses		

GSA 2024-2025 Operating Budget (including Capital Budget) Narrative

6.23

<p>Office Recognition</p> <p>\$1,000 budget</p>	<ul style="list-style-type: none"> This pool of money is used for recognition of GSA staff members (e.g., when a staff member leaves or reaches significant benchmarks). 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$1,000. The 2022-2023 actual was \$601.
<p>Professional Expense Allowance</p> <p>\$6,886 budget</p>	<ul style="list-style-type: none"> Contractual arrangement with the ED. Budget also used for the professional development of administrative/professional staff. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$6,886. The 2022-2023 actual was \$2,298.
<p>Workers' Compensation</p> <p>\$2,717 budget</p>	<ul style="list-style-type: none"> WCB-Alberta is disability insurance for workers against the impact of workplace injuries. Our insurance providers strongly recommended that the GSA enrol in Workers' Compensation. WCB-Alberta requires an annual return be filed by the last day of February each year. 	<ul style="list-style-type: none"> Per 2023-2024 annual premium summary plus 2.2% CPI increase. The 2023-2024 budget was \$2,659. The 2022-2023 actual was \$3,210.

	<p>Office Administration and Operational Costs</p>	
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GSA 2024-2025 Operating Budget (including Capital Budget) Narrative

6.24

<p>Capital Items</p> <p>\$8,250 budget</p>	<ul style="list-style-type: none"> This budget line refers to purchases of major assets that the GSA will need and is part of a ten-year ever-greening plan. 	<ul style="list-style-type: none"> Budget increased for 2024-2025. The 2023-2024 budget was \$3,000. The 2022-2023 actual was \$2,636.
<p>Information Technology Service Agreement</p> <p>\$6,000 budget</p>	<ul style="list-style-type: none"> The GSA has a service agreement with Information Service Technology to support the GSA's IT and provide troubleshooting services. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$6,000. The 2022-2023 actual was \$3,150.
<p>Telephone and Cable</p> <p>\$2,900 budget</p>	<ul style="list-style-type: none"> Billed monthly. Budget decreased to reflect actual billings in 2023-2024. 	<ul style="list-style-type: none"> Budget decreased for 2024-2025. The 2023-2024 budget was \$3,345. The 2022-2023 actual was \$2,822.
<p>Office Supplies and Maintenance</p> <p>\$3,577 budget</p>	<ul style="list-style-type: none"> General office expenses including office supplies, postage, printing/photocopying, and miscellaneous office expenses. 	<ul style="list-style-type: none"> Budget increased for 2023-2024. The 2023-2024 budget was \$3,500. The 2022-2023 actual was \$7,405.
<p>Computer Software</p> <p>\$13,017 budget</p>	<ul style="list-style-type: none"> Monthly or annual fees for Adobe Creative Cloud, Canva, JibJab, Zoom, ActiveCampaigner, Microsoft 365, Sage Simply Accounting and Otter AI. Additional funds budgeted for a website hosting fee. 	<ul style="list-style-type: none"> Budget increased and applied a 2.2% CPI increase. The 2023-2024 budget was \$10,291. The 2022-2023 actual was \$9,360.
<p>Grants Processing Software</p> <p>\$12,000 budget</p>	<ul style="list-style-type: none"> New budget line for grants processing software to be used to streamline the grants process. 	<ul style="list-style-type: none"> New budget line for 2024-2025.
<p>Payroll and Banking Service Charges</p> <p>\$1,991 budget</p>	<ul style="list-style-type: none"> The payroll processing charges to CERIDIAN (payroll service provider). Business banking plan fees and corporate MasterCard annual fees. 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase. The 2023-2024 budget was \$1,948. The 2022-2023 actual was \$1,548.
<p>Photocopier Lease and Meter</p> <p>\$2,000 budget</p>	<ul style="list-style-type: none"> The GSA leases a photocopier from Xerox for office use. Billing for the lease and metering (variable according to usage) charges occurs monthly. 	<ul style="list-style-type: none"> Decrease to the 2024-2025 budget per new Xerox agreement. The 2023-2024 budget was \$4,000. The 2022-2023 actual was \$3,516.
<p>General Liability Insurance (Office)</p> <p>\$773 budget</p>	<ul style="list-style-type: none"> General liability insurance to cover property damage, personal injury, tenants' legal liability, etc. 	<ul style="list-style-type: none"> Applied a 2.2% CPI increase. The 2023-2024 budget was \$756. The 2022-2023 actual was \$563.
<p>AMICCUS-C Membership</p> <p>\$800 budget</p>	<ul style="list-style-type: none"> Membership to AMICCUS-C (Association of Managers in Canadian Colleges and University Student Centers). 	<ul style="list-style-type: none"> Moderate budget increase for 2024-2025. The 2023-2024 budget was \$725. The 2022-2023 actual was \$725.

GSA 2024-2025 Operating Budget (including Capital Budget) Narrative

6.26

Professional		
Financial Auditing \$14,564 budget	<ul style="list-style-type: none"> GSA has an annual audit performed by RSM. Required by the <i>Post-Secondary Learning Act</i> and submitted to the University Board of Governors. Slight budget increase for 2024-2025 based on higher actual in 2023-2024. 	<ul style="list-style-type: none"> Budget increase for 2024-2025. The 2023-2024 budget was \$14,250. The 2022-2023 actual was \$13,781.
Consultants \$5,000 budget	<ul style="list-style-type: none"> Consultancy fees should a need arise. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$5,000. The 2022-2023 actual was \$27,380.
Investment Advisor \$22,000 budget	<ul style="list-style-type: none"> Investment advisor fees for ATB Wealth. These fees are charged at a rate commensurate with the dollar value of our portfolio (which has increased) so an increase has been applied for 2024-2025. 	<ul style="list-style-type: none"> Budget increase for 2024-2025. The 2023-2024 budget was \$21,000. The 2022-2023 actual was \$20,240.
Legal Fees - General \$20,000 budget	<ul style="list-style-type: none"> Legal advice on significant operational issues as needed. If there are monies remaining at year-end these funds are added to the Legal Defence Fund, on advice from our auditor. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$20,000. The 2022-2023 actual was \$39,884.
Operating/Contingency Fund		
Operating /Contingency Fund \$15,000 budget	<ul style="list-style-type: none"> A fund set aside to handle unexpected and unanticipated expenses that are outside the range of the Operating Budget. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$15,000. The 2022-2023 actual was \$10,000.

**The Graduate Students' Association of the University of Alberta
2024-2027 Restricted and Other Funding Budget**

6.27

GSA - Restricted and Other Funding - Revenue

	2024-2025 Budget for Approval	2025-2026 Budget	2026-2027 Budget	2023-2024 Approved Budget	2022-2023 Actual	
Fundraised Activity						
GSA Planner	3,620	3,620	3,620	3,620	3,620	BASED ON TWO CONTRACTUAL AD COMMITMENTS AND NO AD SALES IN 2023-2026
Graduate Student Support Fund (GSSF) Projects (Restricted Revenue)						
GSA Recognition Awards	18,000	18,000	18,000	18,000	17,000	PER THE AGREEMENT WITH THE UNIVERSITY FOR THE TOTAL GSSF FOR 2023-2024
GSA Child Care Grants	331,100	331,100	331,100	331,100	380,575	
GSA Emergency Bursaries	378,400	378,400	378,400	378,400	302,432	
GSA Academic Travel Awards	236,500	236,500	236,500	236,500	277,778	
	964,000	964,000	964,000	964,000	977,785	
Other Restricted Funding						
CJSR Fees Collected Per Referendum	16,610	16,776	16,944	16,610	16,255	BASED ON GRADUATE STUDENT ENROLMENT
GSAP (Graduate Student Assistance Program) Fees Collected Per Referendum	181,049	182,859	184,688	181,049	140,983	BASED ON GRADUATE STUDENT ENROLMENT
GSA Health Plan Fees Collected Per Referendum	2,114,063	2,135,204	2,156,556	1,838,316	1,942,355	ESTIMATE (15% INCREASE) - THE ACTUAL FEE RATE IS DETERMINED BY GSA COUNCIL AT A SEPARATE MEETING
GSA Dental Plan Fees Collected Per Referendum	1,580,086	1,595,887	1,611,846	1,373,988	1,444,395	ESTIMATE (15% INCREASE) - THE ACTUAL FEE RATE IS DETERMINED BY GSA COUNCIL AT A SEPARATE MEETING
	3,891,809	3,930,727	3,970,034	3,409,963	3,543,988	
	4,859,429	4,898,347	4,937,654	4,377,583	4,525,393	

The Graduate Students' Association of the University of Alberta

2024-2027 Restricted and Other Funding Budget

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Restricted and Other Funding - Expenses

	2024-2025 Budget for Approval	2025-2026 Budget	2026-2027 Budget	2023-2024 Budget	2022-2023 Actual	
Fundraised Activity						
GSA Planner	3,620	3,620	3,620	3,620	3,620	TWO CONTRACTUAL ADS AND NO AD SALES IN 2023-2026
Graduate Student Support Fund (GSSF) Projects (Restricted Revenue)						
GSA Graduate Student Recognition Awards	18,000	18,000	18,000	18,000	17,000	PER THE AGREEMENT WITH THE UNIVERSITY FOR THE TOTAL GSSF FOR 2023-2024
GSA Child Care Grants	331,100	331,100	331,100	331,100	380,575	
GSA Emergency Bursaries	378,400	378,400	378,400	378,400	302,432	
GSA Academic Travel Grants	236,500	236,500	236,500	236,500	277,778	
	964,000	964,000	964,000	964,000	977,785	
Other Restricted Funding						
CJSR Fees Collected Per Referendum	16,610	16,776	16,944	16,610	16,255	BASED ON GRADUATE STUDENT ENROLMENT
GSAP (Graduate Student Assistance Program) Fees Collected Per Referendum	181,049	182,859	184,688	181,049	140,983	BASED ON GRADUATE STUDENT ENROLMENT
GSA Health Plan Revenue	2,114,063	2,135,204	2,156,556	1,838,316	1,942,355	ESTIMATE (15% INCREASE) - THE ACTUAL FEE RATE IS DETERMINED BY GSA COUNCIL AT A SEPARATE MEETING
GSA Dental Plan Revenue	1,580,086	1,595,887	1,611,846	1,373,988	1,444,395	ESTIMATE (15% INCREASE) - THE ACTUAL FEE RATE IS DETERMINED BY GSA COUNCIL AT A SEPARATE MEETING
	3,891,809	3,930,727	3,970,034	3,409,963	3,543,988	
	4,859,429	4,898,347	4,937,654	4,377,583	4,525,393	

GSA 2024-2025 Restricted and Other Funding Budget (Narrative)

Account Name and Budget	Brief Description	Narrative
Restricted and Other Funding		
Fundraised Activity		
GSA Planner \$3,620 budget	<ul style="list-style-type: none"> ● The GSA sells advertising space in its yearly graduate student planner to subsidize printing costs. ● There are agreements with the Office of the Dean of Students and Studentcare for the purchase of ad space. The cost of printing Planners is offset from the “Engagement, Orientation and Outreach” line in the Operating budget. 	<ul style="list-style-type: none"> ● No change to the 2024-2025 budget. ● The 2023-2024 budget was \$3,620. ● The 2022-2023 actual was \$3,620.
	<p>Graduate Student Support Fund (Restricted Revenue) Pending confirmation from the university the funding provided for the Graduate Student Support Fund (GSSF) for 2024-2025 will remain at the level provided in 2023-2024 (total of \$964,000).</p>	
GSA Recognition Awards \$18,000 budget	<ul style="list-style-type: none"> ● Funds provided for various awards presented at the annual GSA Awards Night. ● Revenue is received in the form of GSSF funds. ● Expenses for the GSA Awards Night event itself are processed in March from the Operating budget. 	<ul style="list-style-type: none"> ● The 2023-2024 budget was \$18,000. ● The 2022-2023 actual was \$17,000.
GSA Child Care Grants \$331,100 budget	<ul style="list-style-type: none"> ● Graduate students can apply for this grant to offset the cost of child care. ● Revenue is received in the form of GSSF funds. ● Expenses are processed throughout the year. 	<ul style="list-style-type: none"> ● The 2023-2024 budget was \$331,100. ● The 2022-2023 actual was \$380,575.
GSA Emergency Bursaries \$378,400 budget	<ul style="list-style-type: none"> ● Emergency Bursaries are a non-repayable bursary for graduate students who need assistance due to an unanticipated emergency. ● Revenue is received in the form of GSSF funds. ● Expenses are processed throughout the year. 	<ul style="list-style-type: none"> ● The 2023-2024 budget was \$378,400. ● The 2022-2023 actual was \$302,432.
GSA Academic Travel Grants \$236,500 budget	<ul style="list-style-type: none"> ● Graduate students can apply for this grant to participate in academic activities such as conferences and research trips. ● Revenue is received in the form of GSSF funds. ● Expenses are processed throughout the year. 	<ul style="list-style-type: none"> ● The 2023-2024 budget was \$236,500. ● The 2022-2023 actual was \$277,778.

GSA 2024-2025 Restricted and Other Funding Budget (Narrative)

<p>CJSR Fees</p> <p>\$16,610 budget</p>	<ul style="list-style-type: none"> ● The U of A campus radio station (CJSR) receives \$1 per graduate student per term. This is a dedicated fee that was implemented by a referendum in 1999. ● Revenue and the related expenses are processed in October and February. 	<ul style="list-style-type: none"> ● The 2023-2024 budget was \$16,610. ● The 2022-2023 actual was \$16,255.
<p>GSAP (Graduate Student Assistance Program)</p> <p>\$181,049 budget</p>	<ul style="list-style-type: none"> ● In February 2021 a referendum was held during the GSA elections to approve continuation of the GSAP at a cost of up to \$21.80 per graduate student. Collection of the new fee began in September 2021. ● From 2009 until March 2021 the GSAP fee was \$12 per graduate student per annum. ● The University provides a subsidy against the cost of the GSAP until March 2025. ● Revenue and the related expenses are processed in October and February. 	<ul style="list-style-type: none"> ● The 2023-2024 budget was \$181,049. ● The 2022-2023 actual was \$140,983.
<p>GSA Health Plan</p> <p>\$2,114,063 budget</p>	<ul style="list-style-type: none"> ● This is the fee that is charged to graduate students for the health part of the GSA Health and Dental Plan. ● The 2023-2024 fee is \$344.87 per graduate student per year and is estimated to increase by 15%. ● Revenue and related expenses are processed in October, February, and March. ● There is a GSA Health and Dental Plan Reserve Fund which was established to ensure that adequate funds are available in the event the GSA Health and Dental Plan costs exceed the amounts collected in fees. 	<ul style="list-style-type: none"> ● Increase to budget due to anticipated increase in the Health and Dental Plan premium and fees for 2024-2025. ● The 2023-2024 budget was \$1,838,316. ● The 2022-2023 actual was \$1,942,355.
<p>GSA Dental Plan</p> <p>\$1,580,086 budget</p>	<ul style="list-style-type: none"> ● This is the fee that is charged to graduate students for the dental part of the Health and Dental Plan. ● The 2023-2024 fee is \$259.31 per graduate student per year and is estimated to increase by 15%. ● Revenue and related expenses are processed in October, February, and March. ● There is a GSA Health and Dental Plan Reserve Fund which was established to ensure that adequate funds are available in the event the GSA Health and Dental Plan costs exceed the amounts collected in fees. 	<ul style="list-style-type: none"> ● Increase to budget due to anticipated increase in the Health and Dental Plan premium and fees for 2024-2025. ● The 2023-2024 budget was \$1,373,988. ● The 2022-2023 actual was \$1,444,395.

**The Graduate Students' Association of the University of Alberta
2024-2027 Labour Union Restricted Fund Budget**

DRAFT ONLY-FOR DISCUSSION PURPOSES

GSA Labour Union Fund - Revenue

	2024-2025 Budget for Approval	2025-2026 Budget	2026-2027 Budget	2023-2024 Approved Budget	2022-2023 Actual	
GSA Labour Union Dues Collected	196,403	196,403	196,403	196,403	57,391	TOTAL AMOUNT ESTIMATED ON DUES AMOUNTS COLLECTED IN 2023-2024
Bank interest	10,000	6,000	6,000	6,000	5,041	
TOTAL	206,403	202,403	202,403	202,403	62,432	

GSA Labour Union Fund - Expenses

GSA Labour Union PSAC Service Agreement	75,000	75,000	75,000	75,000	37,150	YEARLY PSAC CONTRACT
GSA Labour Union Sundry Expenses	5,000	5,000	5,000	5,000	20,241	SUNDRY EXPENSES IN COMPLIANCE WITH RELEVANT LEGISLATION
GSA Directly-Elected Associate Vice-President Labour Stipend, Benefits, and Employer Contributions	39,770	40,565	41,377	38,867	N/A	APPLIED 2.2% CPI INCREASE TO STIPEND
GSA Outreach Coordinator Honorarium	5,000	5,100	5,202	N/A	N/A	APPLIED 2.0% CPI INCREASE TO HONORARIUM FOR YEARS 2026 & 2027
GSA Chief Steward Honorarium	5,000	5,100	5,202	N/A	N/A	APPLIED 2.0% CPI INCREASE TO HONORARIUM FOR YEARS 2026 & 2027
TOTAL	129,770	130,765	131,781	118,867	57,391	
Revenues Exceed Expenditures	76,633	71,638	70,622	77,536	0.00	

Account Name and Budget	Brief Description	Narrative
Labour Union Restricted Fund Revenue		
GSA Labour Union Dues Collected \$196,403 budget	<ul style="list-style-type: none"> Beginning in September 2021 the GSA commenced collection of labour union dues from Academically-Employed Graduate Students. Based on the dues received to date for 2023-2024 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$196,403. The 2022-2023 actual was \$57,391.
Bank interest \$10,000 budget	<ul style="list-style-type: none"> Interest earned on dues held in the Labour Union Dues bank account. 	<ul style="list-style-type: none"> Increase to 2024-2025 budget. The 2023-2024 budget was \$6,000. The 2022-2023 actual was \$5,041.
Labour Union Restricted Fund Expenses		
GSA Labour Union PSAC Service Agreement \$75,000 budget	<ul style="list-style-type: none"> In October 2021 the GSA signed a service agreement with the Public Service Alliance of Canada (PSAC). The annual cost of this is \$75,000 per annum, assessed quarterly. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$75,000. The 2022-2023 actual was \$37,150.
GSA Labour Union Sundry Expenses \$5,000 budget	<ul style="list-style-type: none"> In compliance with relevant legislation this budget line covers incidental expenses (such as printing of materials, steward training, etc.). Expenses in the implementation year 2021-2022 were higher than on an ongoing basis due to one-time expenses such as legal fees. 	<ul style="list-style-type: none"> No change to the 2024-2025 budget. The 2023-2024 budget was \$5,000. The 2022-2023 actual was \$20,241.
GSA Directly-Elected Associate Vice-President Labour Stipend, Benefits, and Employer Contributions \$39,770 budget	<ul style="list-style-type: none"> Per GSA Council approval of officer portfolio restructuring the GSA Assoc VP Labour stipend and benefits (Health and Dental Plan and U-Pass) and employer CPP contributions are to be paid from the Labour Union Fund revenue. GSA Assoc VP Labour to be elected effective May 1, 2023. 	<ul style="list-style-type: none"> CPI of 2.2% applied to stipend. The 2023-2024 budget was \$38,867.
GSA LRC Outreach Coordinator Honorarium	<ul style="list-style-type: none"> This is a newly formed position for the 2024-2025 year. This is an elected position by the current Labour Relations Committee and will be for a one year tenure. The position is to be elected effective May 1, 2024. 	<ul style="list-style-type: none"> CPI of 2.0% applied to the honorarium for years 2025-2026 and years 2026-2027

The Graduate Students' Association of the University of Alberta 2024-2025 Labour Union Restricted Fund Budget (Narrative) 6.33

\$5,000 budget		
GSA LRC Chief Steward	<ul style="list-style-type: none"> This is a newly formed position for the 2024-2025 year. This is an elected position by the current Labour Relations Committee and will be for a one year tenure. The position is to be elected effective May 1, 2024. 	<ul style="list-style-type: none"> CPI of 2.0% applied to the honorarium for years 2025-2026 and years 2026-2027
\$5,000 budget		