GSA Budget 101
GSA 1959-2009

- GSA established under the *Post-Secondary Learning Act (PSLA)* as a separate entity from the University; a not-for-profit organization with its own corporate structure

- A period of recurring wild swings and organizational instability
Old GSA

Budget

- Restricted & unrestricted fees in the same pot
- 198 individual budget lines
- No professional with a financial designation overseeing budget
- No forecasting
- Year-by-year budget
- Saving money while infrastructure crumbled
Old GSA

Operations

- Staff underpaid, negative office environment, record-high turnover in staff

- GSA/grad students on only 40 University committees; ineffective/inconsistent advocacy

- Operations were decades out of date and few records were kept

- Non-compliance and no infrastructure to carry out corporate responsibilities under PSLA

- Blurred lines between and among elected officials, management, and staff
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<tr>
<th>A</th>
<th>B</th>
<th>D</th>
<th>E</th>
<th>G</th>
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New GSA

- Intense period of rebuilding and recovery

- New budget format and first multi-year budget/business plan created in 2011-2012 (3-year forecasts)

- Operating and restricted budgets
New GSA

- Robust policies surrounding finances and financial reporting
- Accountant has oversight for budget, reporting to President and Executive Director
- Regular Term Financial Statements submitted to GSA Council
- GSA BFC & GSA Board reorganized; GSA NoC established
- Creation of the Early Call for Talent and Training
- Clear roles and responsibilities between and among elected officials and staff
New GSA

- Human Resources (HR) structure established, staff collective agreement in place
- Complete overhaul of operations from IT, to payroll, to grants
- Over two dozen contracts and Memoranda of Understanding reviewed
- Regular review of all budget lines and creation of new ones/reduction or augmentation of existing lines as needed
- External reviews
New GSA: Operating Budget

Apply CPI increases where appropriate to budget lines and 198 lines organized into 7 broad categories:

- Advocacy
- Services Expenses
- Governance
- Human Resources
- Office Administration
- Professional
- Operating/Contingency Fund
Fees and Other Revenue

- The GSA is fees driven; # of graduate students is key budget driver

- 2011-2012 GSA fees increased by $10 ($98.20 for full-time students); 2012-2013 GSA fees increased by $30 ($128.20 for full-time students); 2013-2014 GSA fees increased by $25 ($153.20 for full-time students), no increases since then beyond CPI

- In the interests of having a more balanced budget in which revenues are in line with expenses, the GSA is moving forward with a 2% reduction in the fee (and projecting that the fee could be further decreased by 2% each year for the next two years); this can be done without compromising services

- Several sponsorship agreements in place and revenue generated (~$30,000/year) from Chopped Leaf in PAW (no risk partnership with the SU)
Advocacy ($48,848)
$47,269 in 2018-2019

- University Relations
- Government and External Relations (including business travel for elected officials)
- ab-GPAC membership fee ($4/graduate student per year all coming from the GSA’s operating budget, removal of the dedicated fee)
Services ($109,700)
$96,800 in 2018-2019

- Academic workshop subsidies
- Campus Food Bank MoU (founded by the GSA)
- GSA Awards Night
- Engagement, orientations, and outreach events
- External grants
- GSA Graduate Student Group Grants and GSA Council remuneration to departmental GSAs
Governance ($214,959)
$208,912 in 2018-2019

- Directly-Elected Officers stipends and benefits, directors & officers insurance
- GSA Council & GSA Board & GSA committee costs
- CRO & Speaker honoraria
- Training and development for Directly-Elected Officers
- Transition/Early Call for Talent and Training
Human Resources ($684,749)
$739,454 in 2018-2019

Unionized Staff (represented by NASA)
- Salaries, limited benefits
- Aim to attract and retain through marketplace competition

Administrative/Professional Staff
- Salaries, limited benefits
- Executive Director hired through legal contract; others hired through appointment letters
- Aim to attract and retain through marketplace competition
Office Administration ($32,579)

$28,347 in 2018-2019

- Capital budget (e.g., computers)
- Photocopiers
- General Liability insurance
- Office supplies
Professional ($58,200)

$65,000 in 2018-2019

- Audit
- Legal
- Consulting
A contingency fund is a fund set aside to handle unexpected expenses that are outside the range of the operating budget.
New GSA: Restricted Budget

Funds collected or provided for a specific purpose; held separately and only used for that purpose:

- Funding for the GSA Planner through ad sales
- The Graduate Student Support Fund (negotiated for from the University, funds GSA Academic Travel Grants, GSA Child Care Grants, GSA Emergency Bursaries, and GSA Recognition Awards)
- Fees collected to support CSJR (as set by referendum)
- Fees collected to provide the Graduate Student Assistance Program (as set by referendum)
- GSA Health and Dental Plan fee (established by referendum with the fee set annually based on usage by GSA Council)
Learn More

ลา Visit the “Budget and Audit” section of the GSA website to view the current GSA annual operating and capital budget and three-year budget/business plan

ลา Visit the “Budget and Audit” section of the GSA website to view the most recent GSA audit

ลา Visit the “GSA Council” section of the GSA website to view Term Financial Reports on the GSA’s finances as reported to GSA Council
Future GSA

- Maintain stability and strive for a balanced budget
- Ensure prudent spending and budgeting
- Be vigilant