

BC Forest Safety Council - Sawmills

30-Aug-23 Date Prepared

Funding Period: From Jan 1, 2024 to Dec 31, 2024

Section 1: BUDGET - HSA OPERATIONS	ACTUAL		HSA OPERATIONS BUDGET			\$ Variance	% Variance
	2022 (12 months)	2023 YTD (6 months)	2022	2023	2024	2024 Budget vs 2023 Budget	2024 Budget vs 2023 Budget
<b>Revenue:</b>							
WorkSafeBC HSA Operations Funding	348,367	174,821	400,000	400,000	400,000	0	0%
Interest Revenue					0	0	-
Revenue (linked to variable costs)					0	0	-
Other Revenue (list individually)		5,000	34,618		0	0	-
Other Revenue (list individually)					0	0	-
Other Revenue (list individually)					0	0	-
Other Revenue (list individually)					0	0	-
Other Revenue (list individually)					0	0	-
Other Revenue (list individually)					0	0	-
Other Revenue (list individually)					0	0	-
Other Revenue (list individually)					0	0	-
Other Revenue (list individually)					0	0	-
<b>Total Revenue</b>	<b>348,367</b>	<b>179,821</b>	<b>434,618</b>	<b>400,000</b>	<b>400,000</b>	<b>0</b>	<b>0%</b>
<b>Compensation Expense:</b>							
Salaries	124,874	61,034	133,590	118,015	162,950	44,935	38%
Benefits	14,247	6,997	15,240	15,840	22,200	6,360	40%
Consultants & Contractors	34,012	21,106	98,400	95,330	55,015	-40,315	-42%
<b>Other Expense:</b>							
Accounting & Legal Fees		0	0	0	0	0	-
Advertising & Sponsorships		0	0	0	0	0	-
Board Expenses	10,435	9,394	31,000	31,000	7,500	-23,500	-76%
Building Maintenance & Repairs		0	0	0	0	0	-
Telecommunications & Freight	4,730	2,971	3,000	3,111	600	-2,511	-81%
Conference Registration and Meeting Expenses	2,050	2,444	0	0	0	0	-
Furniture & Equipment		0	0	0	0	0	-
Office Supplies	204	0	0	0	0	0	-
Property Taxes & General Insurance		0	0	0	0	0	-
Publications & materials	1,039	237	10,000	10,000	2,000	-8,000	-80%
Rent - Office		0	0	0	0	0	-
Technology	44,995	26,302	46,800	46,800	49,200	2,400	5%
Training - Staff		0	5,000	0	0	0	-
Travel	36,758	14,997	12,000	12,000	12,000	0	0%
Miscellaneous	75,023	34,339	79,588	67,904	88,535	20,631	30%
<b>Total Expenses</b>	<b>348,367</b>	<b>179,821</b>	<b>434,618</b>	<b>400,000</b>	<b>400,000</b>	<b>0</b>	<b>0%</b>
<b>Revenue less Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>

*Note: Any significant expense account (>\$50,000) included in 2023 budget and any significant variances (>20%) should be explained in Section 5 below.*

Section 2: RESERVE FUND - HSA OPERATIONS			2022	2023	2024
Opening Balance				-	-
Drawdown (-)					
Add Surplus Retained in Reserve Fund					
Additional Funds Requested					
Ending Balance			-	-	-

Describe the reason(s) for any drawdown of HSA Reserve Fund in the current year  
 N/A

Section 3: COMPENSATION - HSA OPERATIONS	ACTUAL		HSA OPERATIONS BUDGET		
	2022	2023	2022	2023	2024
<i>List the top ten highest compensated positions, including consultants (who are contracted on an ongoing basis), in the following annual compensation categories:</i>					
1. Number of positions with compensation \$1-\$39,999	1	1	1	1	
2. Number of positions with compensation \$40,000-\$79,999					1
3. Number of positions with compensation \$80,000-\$119,999	1	1	1	1	1
4. Number of positions with compensation \$120,000-\$159,999					
5. Number of positions with compensation \$160,000-\$199,999					
6. Number of positions with compensation \$200,000-\$249,999					
7. Number of positions with compensation \$250,000-\$299,999					
8. Number of positions with compensation \$300,000-\$349,999					
9. Number of positions with compensation \$350,000 and over					

**Section 4: EXPENSE ALLOCATION - HSA OPERATIONS**

*a) Describe the method or formula used in the 2024 budget to allocate common expenses and/or overhead expenses shared between HSA operations and COR administration or shared between the organization's head office and HSA operations (e.g., based on staffing FTE or square footage of office)*

The Council overhead allocation is allocated to lines of business in proportion to compensation costs. Compensation includes staff salaries and benefits, and consultants' fees. Compensation costs do not include fees and expenses paid to contractors involved in instruction and evaluation. The Council's COR funding includes 80% SAFE Companies total expenses (excluding Council overhead allocation) and 100% of COR administration total cost centre, including Council overhead allocation.

*b) List the expenses and amounts that have been allocated according to method described in (a) and included in the 2024 budget in Section 1.*

Rent for both offices; IT infrastructure costs (land line, cable, etc); all Xerox costs except for Transportation Safety dept.; payroll costs for CEO, CFO, Corporate Secretary / Senior Administrative Assistant, Receptionist, Accounting Assistant, IT Staff, Communications Specialist; all administrative expenses, including legal, audit, insurance, etc.

*c) Has the expense allocation method used in the 2024 budget changed from previous year? If it has changed, explain why.*

No.

**Section 5: EXPLANATION OF SIGNIFICANT EXPENSE AMOUNTS, SIGNIFICANT VARIANCES, AND FUNDING INCREASES**

*a) Provide an explanation for the funding increase over the 2023 funding amount, if applicable.*

N/A

*b) Provide an explanation for any funding increase over the 2024 funding forecast amount included in rates setting, if applicable.*

N/A

*c) Any significant expense account (>\$50,000) included in the 2024 budget , excluding salaries, should be explained here.*

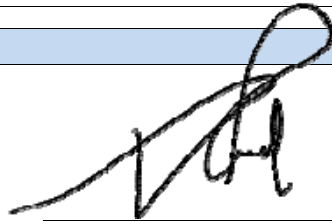
N/A

*d) Any significant expense account variance (>20%), including salaries, between 2023 budget and 2024 funding request should be explained here.*

Salaries & Benefits - Regular increases along with an increase for time spent with Sawmills. Consultants & Contractors - lower than 2024 due to expected workplan items costing less. Board expenses - increased meeting expenses anticipated. Telecommunications & freight - anticipated to be less year over year. Publications & Materials - Utilizing more internal resources and less external resources to produce publication material in 2024. Miscellaneous - increased salaries are attracting more overhead allocation in 2024.

**Section 6: APPROVAL**

Approved by Organization Board Chair:



(signature)

Digger Pond

(name)