

BC Forest Safety Council - Harvesting

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
Revenue:							
WorkSafeBC HSA Operations Funding	3,000,000	1,619,273	3,000,000	3,245,000	3,245,000	0	0%
Interest Revenue	44,822	71,860	12,000	12,000	12,000	0	0%
Revenue (linked to variable costs)					0	0	-
Training & Certificaton Revenue	599,135	340,978	189,140	184,810	247,080	62,270	34%
SAFE Companies Revenue	66,265	33,095	66,936	60,996	64,572	3,576	6%
Other Income	132,290	65,460			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	-
Total Revenue	3,842,512	2,130,666	3,268,076	3,502,806	3,568,652	65,846	2%
Compensation Expense:							
Salaries	1,863,123	1,047,878	2,001,510	1,911,449	2,224,830	313,381	16%
Benefits	234,120	124,245	257,016	244,590	305,500	60,910	25%
Consultants & Contractors	1,031,366	599,245	681,521	978,918	723,594	-255,324	-26%
Other Expense:							
Accounting & Legal Fees	22,385	0	20,500	20,500	22,000	1,500	7%
Advertising & Sponsorships	15,111	12,004	12,000	12,000	16,200	4,200	35%
Board Expenses	72,353	37,122	97,250	76,000	81,000	5,000	7%
Building Maintenance & Repairs	93,347	17,711	63,900	34,800	25,200	-9,600	-28%
Telecommunications & Freight	43,408	17,088	38,919	39,570	36,520	-3,050	-8%
Conference Registration and Meeting Expenses	123,117	86,481	116,591	117,289	130,628	13,339	11%
Furniture & Equipment		0	0	20,000	0	-20,000	-100%
Office Supplies	37,797	11,586	20,400	12,600	19,200	6,600	52%
Property Taxes & General Insurance	25,146	11,978	21,600	24,000	28,800	4,800	20%
Publications & materials	23,511	5,741	23,150	97,900	52,950	-44,950	-46%
Rent - Office	141,150	51,720	125,484	101,700	104,640	2,940	3%
Technology	202,131	96,835	157,154	190,100	197,900	7,800	4%
Training - Staff	4,412	4,452	11,100	9,200	11,800	2,600	28%
Travel	115,717	68,715	199,728	185,908	185,360	-548	0%
Miscellaneous	-577,928	-258,766	-579,747	-573,718	-597,470	-23,752	4%
Total Expenses	3,470,266	1,934,035	3,268,076	3,502,806	3,568,652	65,846	2%
Revenue less Expenses	372,246	196,631	0	0	0	0	-

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			185,015	185,015	185,015
Drawdown (-)					
Add Surplus Retained in Reserve Fund					
Additional Funds Requested					
Ending Balance			185,015	185,015	185,015

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					
2. Number of positions with compensation \$40,000-\$79,999					
3. Number of positions with compensation \$80,000-\$119,999	7	7	7	7	3
4. Number of positions with compensation \$120,000-\$159,999	2	2	2	2	6
5. Number of positions with compensation \$160,000-\$199,999					
6. Number of positions with compensation \$200,000-\$249,999	1	1	1	1	
7. Number of positions with compensation \$250,000-\$299,999					1
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.

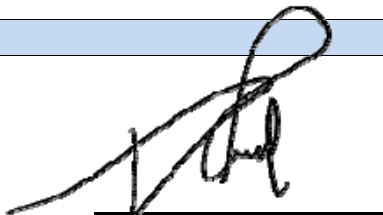
BCFSC is expecting increased Training & Certification revenue. Salaries & benefits are higher than budget due to normal staff increase, the compensation survey increasing some positions higher, additional benefits budgeted to staff as well. Consultants & Contractor costs are lower due to some Workplan items being completed in 2023.

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

Training & Certification Reveunue as well as Benefits and Consultants & Contractors - see c. Advetising - increased for 2024. Building Repairs & Mtce - lower than 2023 as less building repair anticipated inn 2024. Office Supplies - increased in 2023 as people worked more from the office, 2024 budget reflects 2024 actuals. Publications & materials - expected to be more interal and reflect actual experience from 2023 budget however increase in video productionn anticipated. Staff training - increase planned for 2024.

Section 6: APPROVAL

Approved by Organization Board Chair:



(signature)

Digger Pond

(name)