

September 30, 2021 Date Prepared

Funding Period: From April 1, 2022 to March 31, 2023

Section 1: BUDGET - HSA OPERATIONS	ACTUAL		BUDGET	HSA OPERATIONS BUDGET				\$ Variance (b-a)	% Variance (b/a)
	F2021 (12 months)	F2022 YTD (6 months)	F2022 Budget (a)	Year 1 F2022	Year 2 F2023 (b)	Year 3 F2024	Total for 3 Years	F2023 Budget vs F2022 Budget	F2023 Budget vs F2022 Budget
<b>Revenue:</b>									
WorkSafeBC HSA Operations Funding	421,182	200,000	400,000	400,000	400,000	400,000	1,200,000	0	0%
Interest Revenue	0	0	1,500	1,500	1,500	1,500	4,500	0	0%
Training/Course Revenue	17,526	22,859	30,000	30,000	46,000	30,000	106,000	16,000	53%
Other Revenue (list individually)	50,314	525	100,000	100,000	78,000	100,000	278,000	-22,000	-22%
	1,190			0	0		0	0	-
<b>Total Revenue</b>	<b>490,212</b>	<b>223,384</b>	<b>531,500</b>	<b>531,500</b>	<b>525,500</b>	<b>531,500</b>	<b>1,588,500</b>	<b>-6,000</b>	<b>-1%</b>
<b>Compensation Expense:</b>									
Salaries	236,053	115,404	239,000	239,000	249,000	248,000	736,000	10,000	4%
Benefits	31,794	14,639	29,500	29,500	34,000	31,000	94,500	4,500	15%
Consultants & Contractors	54,255	47,415	67,000	67,000	60,500	67,000	194,500	-6,500	-10%
<b>Other Expense:</b>									
Accounting & Legal Fees	4,729	766	4,500	4,500	4,000	4,500	13,000	-500	-11%
Advertising & Sponsorships	7,596	3,796	11,500	11,500	7,000	9,000	27,500	-4,500	-39%
Board Expenses	0	0	0	0	0	0	0	0	-
Building Maintenance & Repairs	9,136	3,993	10,000	10,000	10,000	10,000	30,000	0	0%
Telecommunications & Freight	5,213	3,937	4,000	4,000	4,000	4,000	12,000	0	0%
Conference Registration and Meeting Expenses	2,026	0	1,500	1,500	3,400	1,500	6,400	1,900	127%
Furniture & Equipment	0	0	0	0	0	0	0	0	-
Office Supplies	4,184	2,906	4,000	4,000	4,000	4,000	12,000	0	0%
Property Taxes & General Insurance	4,533	5,464	5,000	5,000	4,500	5,000	14,500	-500	-10%
Publications & materials	25,354	27,317	31,500	31,500	19,000	27,000	77,500	-12,500	-40%
Rent - Office	42,522	25,278	46,500	46,500	48,000	50,000	144,500	1,500	3%
Technology	9,186	6,828	7,000	7,000	8,600	7,000	22,600	1,600	23%
Training - Staff	740	809	2,000	2,000	2,000	2,000	6,000	0	0%
Travel	45,476	61,308	68,500	68,500	65,200	61,500	195,200	-3,300	-5%
Miscellaneous	0	4,856		0	2,300	0	2,300	2,300	-
<b>Total Expenses</b>	<b>482,797</b>	<b>324,716</b>	<b>531,500</b>	<b>531,500</b>	<b>525,500</b>	<b>531,500</b>	<b>1,588,500</b>	<b>-6,000</b>	<b>-1%</b>
<b>Revenue less Expenses</b>	<b>7,415</b>	<b>-101,332</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 2021 budget and any significant variances (>20%) should be explained in Section 5 below.

Section 2: RESERVE FUND - HSA OPERATIONS				2020	2021	2022
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

Section 3: COMPENSATION - HSA OPERATIONS	ACTUAL			HSA OPERATIONS BUDGET		
	F2021	F2022		Year 1 F2022	Year 2 F2023	Year 3 F2024
<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	5	5		8	5	5
2. Number of positions with compensation \$40,000-\$79,999						
3. Number of positions with compensation \$80,000-\$119,999	2	2		2	2	2
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 F2023 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)*

n/a

*b) List the expenses and amounts that have been allocated according to method described in (a) and included in the F2023 budget in Section 1.*

n/a

*c) Has the expense allocation method used in the 2022 budget changed from previous year? If it has changed, explain why.*

n/a



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

a) Provide an explanation for the funding increase over the F2023 funding amount, if applicable.

n/a

b) Provide an explanation for any funding increase over the F2023 funding forecast amount included rates setting, if applicable.

n/a

c) Any significant expense account (>\$50,000) included in the F2023 budget, excluding salaries, should be explained here.

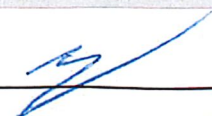
**Consultants & Contractors: \$60,500 and Travel: \$65,200** - Wharf-based Safety Blitzes and the Safest Catch program are Fish Safe's core prevention program. It relies heavily upon fishermen trained as Safety Advisors (who work on a contractual basis) for delivery of the program. Similarly, the both initiatives involve wharf and vessel visits throughout BC - this activity is a significant driver of travel expense which involves reimbursement for travel time, mileage, air fare, hotel, ferry, etc.

d) Any significant expense account variance (>20%), including salaries, between F2022 budget and F2023 funding request should be explained here.

**Conference registration/meeting expense: \$3,400 +127%** - A small amount, an additional \$1900 has been allocated this year to allow for room rental for courses to be delivered on Vancouver Island.  
**Technology: \$8,600 +23%** - An additional \$1,600 has been budgeted to reflect annual licensing for an upgraded HubSpot reporting module. This will be an annual, recurring subscription expense.

**Section 6: APPROVAL**

Approved by Organization Board Chair:

 \_\_\_\_\_ (signature)

Chris Sporer \_\_\_\_\_ (name)

Date Approved:

January 27, 2022

President, BC Seafood Alliance