

# 2020-2021 GENERAL OPERATING BUDGET

Vice President and Chief Financial Officer Matt D'Alessandro

Arts & Science Undergraduate Society of Queen's University

Updated Saturday, August 14th, 2021



REVENUES				
	BUDGET LINE	2020-2021 PROPOSED	2020-2021 FINAL	
REVENUES	ASUS Student Fees - Mandatory - Arts & Science Undergraduate Society Membership	\$ 348,270.00	\$ 321,286.19	
	ASUS Student Fees - Optional - Good Times Diner	\$ 5,500.00	\$ 7,478.72	
	Alumni Donation	\$ 20,000.00	\$ 20,000.00	
	Jackets	\$ 185,600.00	\$ 100,171.47	
	Poster Sale	\$ -	\$ -	
	Arts & Science Formal	\$ 25,000.00	\$ -	
	Due from Orientation	\$ 16,645.12	\$ 11,030.04	
	Due from ASUS Camps	\$ 85,485.98	\$ 29,498.30	
	Arts & Science Undergraduate Research Fund (ASURF)	\$ 53,625.00	\$ 88,834.37	
	Other Product/Service Sales	\$ -	\$ 5,851.08	
	<b>Total ASUS General Account Revenues</b>		<b>\$ 740,126.10</b>	<b>\$ 584,150.17</b>
	Separate Accounts	<b>ASUS Camps Revenues</b>	<b>\$ 41,948.51</b>	<b>\$ 17,454.76</b>
<b>ASUS Orientation Revenues</b>		<b>\$ 104,389.66</b>	<b>\$ 79,759.37</b>	
<b>ASUS Orientation CARE Revenues</b>		<b>\$ 13,135.00</b>	<b>\$ 14,643.55</b>	
<b>TOTAL ASUS REVENUES</b>		<b>\$ 899,599.27</b>	<b>\$ 696,007.85</b>	

EXPENSES			
	BUDGET LINE	2020-2021 PROPOSED	2020-2021 FINAL
Administration	Bank Service Charges	\$ 1,560.00	\$ 3,120.02
	Moneris Charges	\$ 650.00	\$ 26.31
	Office Supplies	\$ 1,820.00	\$ 1,724.13
	Photocopier	\$ 4,127.80	\$ 3,897.68
	Postage	\$ 958.48	\$ 1,294.32
	Equipment Services	\$ 2,280.00	\$ 519.60
	Parking	\$ 1,020.28	\$ 1,120.28
	Food Credits	\$ 2,000.00	\$ 2,175.00
	Legal Fees	\$ 500.00	\$ 4,152.75
	Professional Development Credits	\$ 1,350.00	\$ 569.74
	Professional Fees	\$ 15,068.00	\$ 17,680.38
	Taxi & Driver Gas Reimbursement	\$ 675.00	\$ 254.63
	Printing	\$ 500.00	\$ 188.48
	Other Administration Costs	\$ -	\$ 8,203.04
<b>TOTAL ADMINISTRATION EXPENSES</b>		<b>\$ 32,509.56</b>	<b>\$ 44,926.36</b>

	BUDGET LINE	2020-2021 PROPOSED	2020-2021 FINAL
<b>Payroll</b>	Fall and Winter Executive	\$ 28,050.00	\$ 30,460.77
	Summer Executive	\$ 21,420.00	\$ 21,139.22
	Council	\$ 73,780.00	\$ 78,918.31
	Business Manager	\$ 40,640.09	\$ 55,568.25
	General Manager	\$ -	\$ 5,570.48
	Volunteer Honoraria	\$ 20,050.00	\$ 21,300.00
	Orientation Head Gael	\$ 9,903.20	\$ 9,138.36
	Orientation Honoraria (5)	\$ 6,741.92	\$ 1,891.68
	Camps	\$ 85,485.98	\$ 29,498.30
	Work Study: Receptionists	\$ -	\$ -
	Work Study: Assembly Scribe	\$ 450.00	\$ 992.81
	Source Deductions and Taxation	\$ 11,101.14	\$ 35,276.59
		<b>TOTAL PERSONNEL EXPENSES</b>	<b>\$ 297,622.33</b>
	BUDGET LINE	2020-2021 PROPOSED	2020-2021 FINAL
<b>COVID-19</b>	Personal Protection Equipment	\$ 365.55	\$ 531.10
	Sanitization Products	\$ 503.00	\$ 58.63
	Miscellaneous	\$ 200.00	\$ 43.04
	<b>TOTAL COVID-19 EXPENSES</b>	<b>\$ 1,068.55</b>	<b>\$ 632.77</b>
	BUDGET LINE	2020-2021 PROPOSED	2020-2021 FINAL
<b>House</b>	Insurance	\$ 1,130.00	\$ 1,000.00
	Electricity	\$ 180.00	\$ 197.82
	Décor/Reno	\$ 2,000.00	\$ 1,519.07
	Maintenance	\$ 500.00	\$ 241.80
	Reflection Room	\$ 500.00	\$ -
	Office Water	\$ 450.00	\$ 105.88
	<b>TOTAL HOUSE EXPENSES</b>	<b>\$ 4,760.00</b>	<b>\$ 3,064.57</b>
	BUDGET LINE	2020-2021 PROPOSED	2020-2021 FINAL
<b>Information Technology</b>	Accounting Software	\$ 2,157.63	\$ 1,040.28
	Website & Subscriptions	\$ 2,155.83	\$ 294.37
	Infrastructure	\$ 1,805.94	\$ 4,824.16
	<b>TOTAL INFORMATION TECHNOLOGY EXPENSES</b>	<b>\$ 6,119.40</b>	<b>\$ 6,158.81</b>
	BUDGET LINE	2020-2021 PROPOSED	2020-2021 FINAL
	Advertising	\$ 736.51	\$ 239.98
	Council	\$ 1,649.40	\$ 2,634.61
	Director of Student Affairs Research	\$ 1,300.00	\$ 932.36

<b>Executive</b>	Equity Director	\$	750.00	\$	-
	Honours Event	\$	400.00	\$	-
	Special Projects	\$	2,000.00	\$	1,528.79
	Sustainability Director	\$	750.00	-\$	165.00
	Transition	\$	1,000.00	\$	983.26
	Volunteer Appreciation	\$	1,600.00	\$	2,053.15
	Wellness Director	\$	750.00	\$	950.00
<b>TOTAL EXECUTIVE EXPENSES</b>		<b>\$</b>	<b>10,935.91</b>	<b>\$</b>	<b>9,157.15</b>

<b>BUDGET LINE</b>		<b>2020-2021 PROPOSED</b>		<b>2020-2021 FINAL</b>	
<b>Academics</b>	Politicus	\$	2,127.27	\$	857.69
	Queen's Journal of Indigenous Studies (QJIS)	\$	2,460.32	\$	27.12
	Queen's Science Undergraduate Research Journal (QSURJ)	\$	1,489.02	\$	834.05
	Undergraduate Review (UR)	\$	4,114.03	\$	53.03
	ASUS Peer Tutoring	\$	5,481.20	\$	5,050.57
	ASUS Review	\$	840.01	-\$	2,505.16
	Teaching Awards	\$	178.51	\$	-
	Majors Night	\$	706.25	\$	-
	DSCs Allocation	\$	12,200.00	\$	1,561.07
	DSCs	\$	321.00	\$	-
	Volunteer Appreciation	\$	404.00	\$	303.14
	Remote Adaptations	\$	106.02	\$	125.00
<b>TOTAL ACADEMICS EXPENSES</b>		<b>\$</b>	<b>30,427.63</b>	<b>\$</b>	<b>6,306.51</b>

<b>BUDGET LINE</b>		<b>2020-2021 PROPOSED</b>		<b>2020-2021 FINAL</b>	
<b>Community Outreach</b>	General Commission Expenses	\$	2,300.00	\$	55.97
	Deputy: Sponsorship & Fundraising	\$	970.00	\$	904.67
	Deputy: Volunteer Support & Appreciation	\$	1,105.00	\$	2,014.49
	Afterschool Buddies	\$	305.00	\$	173.69
	Alzheimer's Outreach	\$	820.00	\$	695.89
	Autism Partnership	\$	1,525.00	\$	636.50
	Cancer Triad	\$	395.00	\$	240.77
	Chron's and Colitis	\$	355.00	\$	363.31
	Community Living	\$	830.00	\$	528.99
	Heart and Stroke	\$	380.00	\$	260.13
	Kids 4 Kids	\$	595.00	\$	578.52
	Lost Paws	\$	500.00	\$	402.44
	Partners in Education	\$	375.00	\$	256.69
	Supper Series Committee	\$	520.00	\$	371.34
	Community Outreach Week	\$	120.00	\$	-
	Fundraising and Revenues	\$	-	-\$	7,753.83
	Organization Donations	\$	-	\$	7,129.08

		<b>TOTAL COMMUNITY OUTREACH EXPENSES</b>	
		\$ 11,095.00	\$ 6,858.65
	<b>BUDGET LINE</b>	<b>2020-2021 PROPOSED</b>	<b>2020-2021 FINAL</b>
<b>Equity</b>	Elephant in the Room	\$ 438.20	\$ 356.28
	Queer Solidarity Alliance	\$ 442.80	\$ 164.50
	Queen's Equity Conference	\$ 2,882.99	\$ 1,549.24
	The Worth Project	\$ 285.00	\$ 244.74
	Sustainable Universe Network	\$ 394.73	\$ 30.94
	Down There	\$ 375.00	\$ 47.22
	Research & Recommendation	\$ 550.00	\$ 200.00
	Training Day	\$ 110.00	\$ 400.00
	Equity Week	\$ 250.00	\$ -
	Equity Library	\$ 200.00	\$ 178.47
	Volunteer Appreciation	\$ 240.00	\$ 111.10
	Marketing	\$ 357.80	\$ 171.47
	Sponsorship & Grant	\$ 2,000.00	\$ 500.00
	Remote Semester Logistics	\$ 378.80	\$ 20.79
<b>TOTAL EQUITY EXPENSES</b>		<b>\$ 8,905.32</b>	<b>\$ 3,974.75</b>
	<b>BUDGET LINE</b>	<b>2020-2021 PROPOSED</b>	<b>2020-2021 FINAL</b>
<b>Governance</b>	Assembly	\$ 100.00	\$ -
	Elections	\$ 250.00	\$ 588.91
	Elections Reimbursements	\$ 870.00	\$ -
	Archives	\$ 50.00	\$ 66.67
	Advisory Board	\$ 200.00	\$ -
	Volunteer Appreciation	\$ 450.00	\$ 315.89
	General and Remote Office Expenses	\$ 490.00	\$ 15.00
<b>TOTAL GOVERNANCE EXPENSES</b>		<b>\$ 2,410.00</b>	<b>\$ 986.47</b>
	<b>BUDGET LINE</b>	<b>2020-2021 PROPOSED</b>	<b>2020-2021 FINAL</b>
<b>Marketing</b>	Graphic Directors	\$ 1,288.20	\$ -
	Photography Team	\$ 180.00	\$ -
	Video Team	\$ 1,309.88	\$ -
	Marketing Team	\$ 150.00	\$ -
	Website	\$ 669.55	\$ -
	Office Subscriptions	\$ 1,274.76	\$ 6,486.72
	Promotional Materials	\$ 500.00	\$ 15.00
	Digital and Physical Promotion	\$ 115.00	\$ -
	Volunteer Appreciation	\$ 662.50	\$ 60.00
	Sticker Sales	\$-	-\$ 69.88
<b>TOTAL MARKETING EXPENSES</b>		<b>\$ 6,149.89</b>	<b>\$ 6,491.84</b>

	BUDGET LINE	2020-2021 PROPOSED	2020-2021 FINAL
<b>Services</b>	Jackets	\$ 145,273.00	\$ 81,026.49
	Good Times Diner	\$ 6,757.65	\$ 5,531.25
	Good Times Diner 2019/2020 Carry-Over (Due to COVID-19)	-\$ 3,066.21	-\$ 3,066.21
	ASUS Mentorship Program (AMP)	\$ 983.55	\$ 570.58
	Exchange Buddies	\$ 495.00	\$ 322.21
	Formal	\$ 23,600.00	\$ -
	Poster Sale	\$ -	\$ -
	Contribution from Jackets to FAF	\$ 5,000.00	\$ -
	Marketing	\$ 130.00	\$ 30.00
	Volunteer Appreciation	\$ 681.00	\$ 77.27
	<b>TOTAL SERVICES EXPENSES</b>	<b>\$ 179,853.99</b>	<b>\$ 84,491.59</b>
	BUDGET LINE	2020-2021 PROPOSED	2020-2021 FINAL
<b>Human Resources</b>	Training	\$ 600.00	\$ 670.11
	Volunteer Gala	\$ 12,850.00	\$ 5,809.23
	Volunteer of the Month	\$ 1,103.00	\$ 814.50
	Intern Council	\$ 500.00	\$ 608.31
	Volunteer Appreciation	\$ 305.00	\$ 581.72
	Online Tools	\$ 3,175.00	\$ 2,639.15
	Recruitment	\$ 525.00	\$ 132.00
	Surveys	\$ 200.00	\$ 120.00
	Homecoming Event	\$ 50.00	\$ -
	Director of Training and Analytics	\$ 100.00	\$ 5.00
	Career Skills Building Workshop	\$ 150.00	\$ 150.00
	Postage	\$ 150.00	\$ 25.35
	Hiring Fair & ASUS Promotion	\$ 2,085.00	\$ 956.33
	Office Supplies	\$ 150.00	\$ 369.91
	<b>TOTAL HUMAN RESOURCES EXPENSES</b>	<b>\$ 21,943.00</b>	<b>\$ 12,881.61</b>
	BUDGET LINE	2020-2021 PROPOSED	2020-2021 FINAL
<b>Gifts and Awards</b>	Mark R. Wilson Award	\$ 150.00	\$ 167.40
	W. J. Barnes Award	\$ 150.00	\$ -
	Achievement Awards	\$ 100.00	\$ -
	Student Initiative Grant	\$ 2,000.00	\$ 2,000.00
	ASUS Committee Grant	\$ 2,000.00	\$ -
	Sibling Society Grant	\$ 3,000.00	\$ 800.00
	Departmental Student Council Grant	\$ 2,000.00	\$ -
	ASUS Membership Bursary	\$ 2,500.00	\$ 2,500.00
	ASUS Scholarship	\$ 2,000.00	\$ -
	Reflection Award	\$ 1,000.00	\$ 1,000.00
	Contribution to FAF	\$ 5,000.00	\$ -
	ASURF	\$ 53,625.00	\$ 51,414.94

	General ASUS Scholarship	\$	5,000.00	\$	300.00
<b>TOTAL GIFTS AND AWARDS EXPENSES</b>		<b>\$</b>	<b>78,525.00</b>	<b>\$</b>	<b>58,182.34</b>

	<b>BUDGET LINE</b>		<b>2020-2021 PROPOSED</b>		<b>2020-2021 FINAL</b>
<b>Professional Development</b>	Life After ArtSci (Fall)	\$	2,360.65	\$	1,130.33
	Life After ArtSci (Fall) - Advancement Funding	-\$	1,180.33	-\$	1,436.75
	Life After ArtSci (Winter)	\$	2,360.65	\$	1,130.32
	Life After ArtSci (Winter) - Advancement Funding	-\$	1,180.33	-\$	1,436.75
	Grad Networking Event (Fall)	\$	400.00	\$	280.00
	Grad Networking Event (Winter)	\$	400.00	\$	80.00
	Workshop Series (Winter)	\$	400.00	\$	105.00
	Professional Development Grant	\$	2,000.00	\$	-
	Online Subscriptions	\$	399.16	\$	155.88
	Volunteer Appreciation	\$	115.00	\$	109.45
	ASURF Contribution	\$	1,000.00	\$	4,200.62
<b>TOTAL PROFESSIONAL DEVELOPMENT EXPENSES</b>		<b>\$</b>	<b>7,074.81</b>	<b>\$</b>	<b>4,318.10</b>

	<b>BUDGET LINE</b>		<b>2020-2021 PROPOSED</b>		<b>2020-2021 FINAL</b>
<b>Financial Assistance Fund</b>	Due from 2019/2020 Budget	-\$	15,000.00	-\$	15,000.00
	Due from Jackets	-\$	5,000.00	\$	-
	Due from Professional Development	-\$	1,000.00	\$	-
	Due from Gifts and Awards	-\$	5,000.00	\$	-
	Financial Assistance Distributions 2020-2021: ASUS Jackets	\$	20,000.00	\$	11,647.49
	Financial Assistance Distributions 2020-2021: Professional Development	\$	750.00	\$	720.00
	Financial Assistance Distributions 2020-2021: DSC Expenses	\$	2,500.00	\$	120.00
	Financial Assistance Distribtuions 2020-2021: ASUS Peer Tutoring	\$	2,500.00	\$	1,500.00
	Financial Assistance Distributions 2020-2021: Other	\$	4,250.00	\$	5,004.16
<b>TOTAL FINANCIAL ASSISTANCE EXPENSES</b>		<b>\$</b>	<b>4,000.00</b>	<b>\$</b>	<b>3,991.65</b>

	<b>BUDGET LINE</b>		<b>2020-2021 PROPOSED</b>		<b>2020-2021 FINAL</b>
<b>ASUS Camps</b>	Total Expenditures	\$	38,967.42	\$	4,615.01
	<b>TOTAL ORIENTATION EXPENSES</b>		<b>\$</b>	<b>38,967.42</b>	<b>\$</b>

	<b>BUDGET LINE</b>		<b>2020-2021 PROPOSED</b>		<b>2020-2021 FINAL</b>
<b>Orientation</b>	Total Expenditures	\$	82,665.81	\$	51,901.75
	<b>TOTAL ORIENTATION EXPENSES</b>		<b>\$</b>	<b>82,665.81</b>	<b>\$</b>

	<b>BUDGET LINE</b>		<b>2020-2021 PROPOSED</b>		<b>2020-2021 FINAL</b>
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<b>CARE</b>	Total Expenditures	\$	13,105.00	\$	23,739.71
<b>TOTAL CARE EXPENSES</b>		<b>\$</b>	<b>13,105.00</b>	<b>\$</b>	<b>23,739.71</b>

<b>SUM OF VALUES</b>		<b>2020-2021 PROPOSED</b>	<b>2020-2021 FINAL</b>
<b>SUMMARY</b>	ASUS General Revenues	\$ 740,126.10	\$ 584,150.17
	ASUS General Expenditures	\$ 703,400.39	\$ 542,177.94
	<b>Net ASUS General Contingency</b>	<b>\$ 36,725.71</b>	<b>\$ 41,972.23</b>
	ASUS Camps Revenues	\$ 41,948.51	\$ 17,454.76
	ASUS Camps Expenditures	\$ 38,967.42	\$ 4,615.01
	<b>Net ASUS Camps Contingency</b>	<b>\$ 2,981.09</b>	<b>\$ 12,839.75</b>
	ASUS Orientation Revenues	\$ 104,389.66	\$ 79,759.37
	ASUS Orientation Expenditures	\$ 82,665.81	\$ 51,901.75
	<b>Net ASUS Orientation Contingency</b>	<b>\$ 21,723.85</b>	<b>\$ 27,857.62</b>
	ASUS Orientation CARE Revenues	\$ 13,135.00	\$ 14,643.55
	ASUS Orientation CARE Expenditures	\$ 13,105.00	\$ 23,739.71
	<b>Net ASUS Orientation CARE Contingency</b>	<b>\$ 30.00</b>	<b>-\$ 9,096.16</b>
<b>TOTAL ASUS CONTINGENCY</b>		<b>\$ 61,460.65</b>	<b>\$ 73,573.44</b>

**Last Verification:**  
 Brandon Aldworth  
 8/14/2021  
 10:00 PM (EST)