

USSU 2026-2027 Budget

Positive Financial Outlook and Surplus Position

The proposed USSU budget reflects a responsible, forward-thinking financial plan that positions the organization for strong, sustainable growth. Based on the current projections, the overall estimates indicate a surplus budget, demonstrating prudent fiscal management and careful allocation of resources.

Surplus Position

The projected surplus reflects conservative revenue forecasting and disciplined expense planning. This approach makes certain that the USSU maintains financial stability while continuing to deliver high-quality services, programming, and advocacy for members.

Importantly, this surplus is not indicative of excess profit in a traditional business sense. As a membership-driven, non-profit organization operating under The Saskatchewan Non-profit Corporations Act, the USSU exists solely for the benefit of its members. Any financial surplus generated through operations is reinvested directly back into the organization.

Reinvestment for Member Benefit

All projected surpluses will be strategically invested to:

- Strengthen programming
- Enhance student engagement initiatives
- Improve operational sustainability
- Build appropriate reserves for long-term stability
- Support future projects and capital improvements

This reinvestment model ensures that every dollar serves the interests of students and contributes to the continued growth and resilience of the organization.

Financial Stewardship and Sustainability

The surplus budget demonstrates:

- Strong governance and financial oversight
- Responsible risk management
- Long-term planning and sustainability
- Commitment to transparency and accountability

Maintaining a surplus position allows USSU to remain adaptable to changing economic conditions while safeguarding the programs and services students rely on.

The Path Forward

The proposed budget reflects a healthy financial outlook and reinforces USSU's commitment to responsible stewardship. By projecting a surplus and reinvesting those funds directly back into the organization, the USSU continues to fulfill its mandate as a non-profit dedicated to represent, serve and support the academic and non-academic needs of undergraduate students of the University of Saskatchewan through accountable, dynamic, and unified leadership.

This budget positions the USSU not only for stability in the upcoming fiscal year but for continued growth and success in the years ahead.

USSU OPERATION/SERVICE	Budget	Budget	
	2026-2027	2025-2026	
Administration	(1,119,628)	(1,157,027)	
Admin-Student Fees	2,185,256	2,048,612	
Communications	(13,840)	(14,150)	
Facilities	50,411	166,645	
Food Centre	(29,446)	(27,456)	
Help Centre	(36,442)	(36,305)	
Louis'	(111,879)	(133,842)	
Louis' MUB Cost	(227,314)	(197,488)	
Louis'-Entertainment	167	1,934	
Marketing Service	30,692	31,467	
Pride Centre	(39,950)	(38,925)	
Student Governance	(354,024)	(352,137)	
Student Grants	(59,852)	(59,500)	
Student Service-Events	2,300	(4,850)	
Safewalk-Student Crew	(32,097)	(28,808)	
USSU Services	(20,383)	(21,370)	
USSU Services-PR Cost	(7,018)	(5,935)	
Women's Centre	(44,501)	(44,368)	
XL Design	42,469	56,223	
XL Design-PR Cost	(26,103)	(22,110)	
Total	188,817	160,610	
Less: Capital	(45,685)	(83,727)	
*Investments for Operating as of December 31, 2025	5,414,388	4,840,264	*RBC Bank for Operating
Less: Student Care Internal Reserve	(317,641)	(473,813)	
Total	5,239,879	4,443,334	

INFRASTRUCTURE NOT OPERATING	Budget	Budget	
	2026-2027	2025-2026	
Place Riel	(25,081)	(87,533)	
Less: Capital	(34,881)	(39,598)	
*Investments for Infrastructure as of December 31, 2025	8,123,722	6,063,592	*FN Bank for Infrastructure
Total Place Riel	8,063,760	5,936,461	

GLOSSARY

Actuals This is what actually was received or spent
Budget This is an estimated amount at a prior time

Revenue

Over Budget Positive Figure We received more revenue than budget
Under Budget Negative Figure We received less revenue than budget

Expenses

Over Budget Negative Figure We spent more than budget
Under Budget Positive Figure We spent less than budget

**USSU 2026-2027 Budget
Annual Summary**

<u>Description</u>	<u>Profit/(Loss)</u>	<u>Profit/(Loss)</u>
	<u>With Depreciation</u>	<u>Without Depreciation</u>
Administration	(1,119,628)	(1,108,763)
Admin-Student Fees	2,185,256	2,185,256
Communications	(13,840)	(13,363)
Facilities	50,411	61,308
Food Centre	(29,446)	(29,371)
Help Centre	(36,442)	(36,351)
Louis'	(111,879)	(92,890)
Louis'-MUB Cost	(227,314)	(227,314)
Louis'-Entertainment	167	1,068
Marketing Service	30,692	30,750
Pride Centre	(39,950)	(39,875)
Student Governance	(354,024)	(349,476)
Student Grants	(59,852)	(59,852)
Student Service-Welcome Week	2,300	2,300
Safewalk-Student Crew	(32,097)	(32,022)
USSU Services	(20,383)	(19,638)
USSU Services-PR Cost	(7,018)	(7,018)
Women's Centre	(44,501)	(44,426)
XL Design	42,469	51,130
XL Design-PR Cost	(26,103)	(26,103)
Total	188,817	245,349

<u>INFRASTRUCTURE NOT OPERATING</u>	<u>Profit/(Loss)</u>	<u>Profit/(Loss)</u>
	<u>With Depreciation</u>	<u>Without Depreciation</u>
Place Riel	(25,081)	459,728
Total Place Riel	(25,081)	459,728

Depreciation

- Non-Cash expense
- Reduces the value of an asset
- Assets lose their value over time
- Must be replaced at the end of their useful life
- As a non-cash expense, depreciation lowers company's reported earnings while increasing free cash flow
- As we are a Not-for Profit depreciation has little effect on us

2026-2027 Budget In-Kind - Campus Groups

Description	Budget 2026-2027 Amount	Budget 2025-2026 Amount
Advertising , Video Monitors, Plasma's - Marketing	\$ 8,000	\$ 8,000
Room/Space Rentals - Facilities	\$ 500	\$ 500
Special Events - Louis'	\$ 28,000	\$ 24,950
Table Rentals - Student Services	\$ 14,125	\$ 11,100
Notary Services - Student Services	\$ 2,580	- *Didn't have data in 2025-2026
Posters - Student Services	\$ 1,056	- *Didn't have data in 2025-2026
XL Design	\$ 884	\$ 670
Total In-Kind	\$ 55,145	\$ 45,220

USSU
OPERATION/SERVICE **Budget**
2026-2027

	<u>Revenue</u>	<u>Expenses</u>	<u>Total</u>
Administration	2,301,516	1,235,888	1,065,627
Communications	-	13,840	(13,840)
Facilities	894,893	844,482	50,411
Food Centre	-	29,446	(29,446)
Help Centre	-	36,442	(36,442)
Louis'	1,402,298	1,741,491	(339,193)
Louis'-Entertainment	41,000	40,833	167
Marketing Service	56,750	26,058	30,692
Pride Centre	-	39,950	(39,950)
Student Governance	-	354,024	(354,024)
Student Grants	10,000	69,852	(59,852)
Student Service-Events	20,000	17,700	2,300
Safewalk-Student Crew	52,760	84,857	(32,097)
USSU Services	74,262	101,663	(27,402)
Women's Centre	-	44,501	(44,501)
XL Design	401,000	384,634	16,366
Total	<u>5,254,478</u>	<u>5,065,661</u>	<u>188,817</u>

Admin Highlights 2026-2027

The USSU's primary source of revenue comes from the USSU student fees collected from undergraduate students. Student fees help to support our businesses (Louis', Louis' Loft, Louis' Entertainment, USSU Service Desk, and XL Print & Design), the Centres (Food Centre, Help Centre, Pride Centre, Student Crew/Safewalk, and Women's Centre), Campus Club Funding, and Executive initiatives.

The main expenses within the Administration budget are Employee Salaries, Financial Audit (required by law for Non-Profit organizations), Insurance (Property & Business Interruption, Boiler & Machinery, Commercial General, Directors & Officers, Employment Practices Liability & Crime, Special Risk-Accidental Death & Dismemberment) and a portion of the building utilities.

Amanda Mitchell
Controller

Budget 2026-2027**Account #:** 100-4160-00**Account Name/Dept:** Interest Revenue-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Interest on Investments per attached schedule #1.	42,342
Interest adjustment year-end estimate	50,000
Interest on Chequing Account	18,582
Total for the year:	110,924

Account #: 100-4180-00**Account Name/Dept:** Insurance Fee Revenue-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Campus Clubs/Societies insurance fees are based on Jan - Dec 2025 actuals.	
Total for the year:	2,417

Account #: 100-4300-00**Account Name/Dept:** Student Fee Revenue-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Increase of 5% from 2024/2025 (1% administration fee retained by the University.)	
Total for the year:	2,081,196

Account #: 100-5010-00**Account Name/Dept:** Audit Fee Expense-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Quote per KPMG - Audit	
Total for the year:	27,401

Account #: 100-5030-00**Account Name/Dept:** Bank Charge Expense-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Activity Fee (Internet Banking Fee)	3,063
Other-deposit bags (\$30/100 bags), Credit Card Fees, and other misc. bank charges.	326
Deposit pickups (\$1,116.39 * 12 months)	13,397
Total for the year:	16,786

Account #: 100-5090-00**Account Name/Dept:** Computer Maintenance Expense-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per computer schedule #2	-
Social Media Laptop Stand and Docking Station	87
SSL Certificates (Filemaker), Microsoft 365, 2-Zoom License, FMS/Files/Accounting (Backblaze)	2,066
Kandji Device Management	8,070
Maintenance Agreement (Dynamics)	2,883
Maintenance Agreement (Filemaker-7)	1,686
Total for the year:	14,791

Account #: 100-5120-00**Account Name/Dept:** Conference Expense-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Association of Managers in Canadian Colleges & University Student Centers (AMICCUS)	
May (2 attendees)	4,770
International Association of Business Communicators (IABC) in June (1 attendee)	4,008
International Facility Managers Association (IFMA) in September (1 attendee)	3,941

Conferences are to be applied for.	10,000
All Conference are inclusive of Registration, Hotels, Per diems, Taxes, and Taxi.	
Flights will be covered by RBC Avion points.	
Per Diem of \$65 is based on Federal Government policy.	
Total for the year:	22,719

Account #: 100-5150-00 **Account Name/Dept:** Contract Labour Expense-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Secret Shopper Program	
Total for the year:	1,000

Account #: 100-5170-00 **Account Name/Dept:** Copier Expenses-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Copier service expenses and supplies. (Based Jan-Dec 2025 actuals.)	
Total for the year:	1,926

Account #: 100-5200-00 **Account Name/Dept:** Depreciation Expense-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Per schedule #3	
Total for the year:	10,865

Account #: 100-5205-00 **Account Name/Dept:** Discount Expense-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Staff discounts (20%) (Based on Jan-Dec 2025 actuals.)	
Total for the year:	826

Account #: 100-5240-00 **Account Name/Dept:** Equipment & Equip. Maint. Expense-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
To cover costs of any equipment needs for the year.	
Total for the year:	75

Account #: 100-5320-00 **Account Name/Dept:** Hiring Expenses-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Includes all staff hiring.	
Total for the year:	2,100

Account #: 100-5340-00 **Account Name/Dept:** Insurance Expense-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Insurance premiums as per quote from Insurer.	
Property & Business Interruption	39,048
Boiler & Machinery	1,860
Commercial General Liability	51,133
Directors & Officers, Employment Practices Liability & Crime (EPL)	14,911

Special Risk - Sutton - Accidental Death & Dismemberment (AD&D)	4,059
Total for the year:	111,010

Account #: 100-5350-00 **Account Name/Dept:** Janitorial Expense-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Per Schedule #4	
Total for the year:	43,699

Account #: 100-5370-00 **Account Name/Dept:** Legal Fee Expense-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
This is for legal services related to labor relations, contract reviews, admin, annual general meeting, consulting (excludes lease contracts) as required.	
Total for the year:	9,160

Account #: 100-5400-00 **Account Name/Dept:** Meeting Expenses-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Meeting Expenses as required for all Administration staff and committees. (Based on Jan-Dec 2025 Actual	
Total for the year:	120

Account #: 100-5410-00 **Account Name/Dept:** Membership Expense-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Assoc. of Managers in Cnd. Colleges & University Student Centers,	
Total for the year:	990

Account #: 100-5430-00 **Account Name/Dept:** Office & General Expense-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Based on Jan-Dec 2025 Actuals	
Internal supplies for all operations and centres are included in this line.	
Total for the year:	6,478

Account #: 100-5480-00 **Account Name/Dept:** Professional Dev./Wellness Expense-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Reimbursement for Professional Development (seminars, workshops and tuition)	8,000
Reimbursement for Wellness (physical activity)	4,000
Total for the year:	12,000

Account #: 100-5510-00 **Account Name/Dept:** Repairs & Maintenance Expense-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
As per Schedule #5 (included in Facilities)	-
Misc. Repairs	100
Total for the year:	100

Account #: 100-5550-00 **Account Name/Dept:** Salaries/Wages & Benefits Expense-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Salaries, Wages, Benefits and CPI adjustments for all administration staff.	864,875
U of S 2% Benefit Fee (RRP, Basic Life, LTD)	4,369
Total for the year:	869,243

Account #: 100-5580-00

Account Name/Dept: Staff Welfare/Apprec. Expense-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Staff congratulations, thank you's, condolences, etc.	720
Executive going away gift, picture and frames (\$200.00 x 4), and catering	1,300
Staff long-service recognition awards	2,875
Holiday party expenses for all Executive, FT, PPT, and LTFT staff (\$70 x 100 employee)	8,000
Total for the year:	12,895

Account #: 100-5580-05

Account Name/Dept: Staff Welfare/Apprec. Expense-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Social Committee Funds	1,500
Total for the year:	1,500

Account #: 100-5630-00

Account Name/Dept: Telephone Expense-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Costs for telephone hardware, long distance and cell phone reimbursement.	
Total for the year:	9,840

Account #: 100-5640-00

Account Name/Dept: Training Expense-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Resource materials and meeting expenses for HR Team to provide training to staff on topics such as conflict resolution, time management, stress management, etc.	1,500
First Aid Training: 5 people @ \$170 each	850
Serve It Right - SLGA Licence (2-Admin and 4-Exec signees)	180
Senior Managers Midyear Retreat	400
Annual Retreat expenses includes professional consultants (teambuilding), food, etc.(\$120 x 23 employees)	2,760
Total for the year:	5,690

Account #: 100-5660-00

Account Name/Dept: Travel Expense-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

This is for miscellaneous Admin. Travel (i.e.. Not related to conference travel).	
Total for the year:	200

Account #: 100-5690-00

Account Name/Dept: Utilities Expense-Admin.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per schedule #6	
Total for the year:	54,359

**Housing Highlights
2026-2027**

The Housing Registry allows landlords to advertise their safe, positive, and inclusive living spaces to potential tenants. The Housing Registry has one source of revenue (Advertising) and one expense (Bank Charges).

Amanda Mitchell
Controller

Admin-Housing
Revenue

Acct	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
200-4150-00	Housing Registry Sales	213	227	560	413	267	120	200	267	160	80	240	173	2,919
		213	227	560	413	267	120	200	267	160	80	240	173	2,919

Expenses

Acct	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
200-5030-00	Bank Charges	8	9	22	16	10	5	8	10	6	3	9	7	114
		8	9	22	16	10	5	8	10	6	3	9	7	114

	May	June	July	August	September	October	November	December	January	February	March	April	Total
Net	205	218	538	397	256	115	192	256	154	77	231	167	2,805

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Account # 200-4150-00

Account Name/De Housing Registry Revenue-Admin.-Housing

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Sales for housing ads. Based on 2025 actuals

Total for the year:

2,919

Account # 200-5030-00

Account Name/De Bank Charges Expense-Admin.-Housing

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Sales for housing ads. Based on 2025 actuals

Total for the year:

114

Communications Highlights 2026-2027

The Communications Department plays a major role in how the USSU shares information and connects with students. Its main job is to make sure all messaging is clear, consistent, and reflects the values and goals of the student union.

The department handles most communication and creative requests within the USSU. This includes managing the USSU website, main social media accounts, campus ad screens, PAWS announcements, and media relations. Media work involves writing and sharing news releases, responding to media questions, and reviewing promotional materials for events and campaigns. These materials can include posters, ads, brochures, newsletters, and content related to government relations, among other tasks.

Communications works closely with all USSU departments, including the executive, centres, and businesses, to support their needs throughout the year. While each department plans and runs its own events and campaigns, the student graphics and media designer creates the visual materials they request. Because of this, most departments include advertising and promotion costs in their budgets.

The communications budget covers things like The Sheaf and other general advertising, required software, and wages for the student who manages campus poster boards (buzzboards). It also includes membership in the International Association of Business Communicators (IABC), which offers professional resources, a local chapter, and an annual conference held every June.

Key roles of the USSU Communications Department include:

- **Brand** – Making sure USSU's branding, including logos, messaging, and overall look, stays consistent across print, digital, and social media platforms.
- **Public Relations** – Building positive relationships with students, media, and external groups through press releases, media outreach, and crisis communication.
- **Internal and External Communication** – Managing how the USSU communicates with students, faculty, administration, and external partners, while also keeping departments informed through newsletters, PAWS announcements, and updates.
- **Incident Response** – Preparing and managing responses during challenging situations to ensure accurate information is shared and the USSU's reputation is protected.

- **Marketing and Content Creation** – Creating ads, promotional materials, and digital content to support events, campaigns, and student engagement.
- **Social Media Management** – Running USSU social media channels, interacting with students, promoting initiatives, and maintaining a positive online presence.

Overall, the Communications Department acts as the voice of the USSU. By sharing information clearly and strategically, it helps build trust, increase engagement, and support the long-term success of the student union and the student community.

Jason Ventnor
Communication and Marketing Manager

Communication
Revenue

Account	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
		-	-	-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-	-	-

Expenses

Account	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
140-5000-00	Advertising		505		200	3,500	605	605	505	605	605	605	505	8,240
140-5090-00	Computer Maintenance	1,411	98	98	98	98	98	98	98	306	306	98	399	3,203
140-5150-00	Contract Labour	40	40	40	80	160	160	160	80	160	160	160	80	1,320
140-5200-00	Depreciation	40	40	40	40	40	40	40	40	40	40	40	40	477
140-5410-00	Membership Expense	500	-	-	-	-	-	-	-	-	-	-	-	500
140-5430-00	Office & General	-	-	-	-	20	20	20	-	20	-	20	-	100
		1,991	682	177	417	3,817	922	922	722	1,130	1,110	922	1,024	13,840

	May	June	July	August	September	October	November	December	January	February	March	April	Total
Net	(1,991)	(682)	(177)	(417)	(3,817)	(922)	(922)	(722)	(1,130)	(1,110)	(922)	(1,024)	(13,840)

Budget 2026-2027

Account #: 140-5000-00 **Account Name/Dept:** Advertising Expense-Comm.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Sheaf Back Page based on print schedule.	6,540
Banners	400
USSU Non-Department Advertising (Social Media, Posters, Miscellaneous)	1,300
Total for the year:	8,240

Account #: 140-5090-00 **Account Name/Dept:** Computer Maintenance Expense-Comm.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
As per Schedule #2 - Included in Admin	0
Adobe Creative Cloud, Website Calendar (Events Calendar Pro), Website Hosting, Web Security (Wordfer	1,889
Maintenance Agreements (Filemaker), Display System (8-Yodeck)	1,313
Total for the year:	3,203

Account #: 140-5150-00 **Account Name/Dept:** Contract Labour Expense-Comm.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Student for Buzz Board Poster Updates (33 updates x \$40)	
Total for the year:	1,320

Account #: 140-5200-00 **Account Name/Dept:** Depreciation Expense-Comm.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
As per Schedule #3	
Total for the year:	477

Account #: 140-5410-00 **Account Name/Dept:** Membership Expenses-C

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
International Association of Business Communicators (IABC)	
Total for the year:	500

Account #: 140-5430-00 **Account Name/Dept:** Office & General Expense-Comm.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Office Supplies	
Total for the year:	100

Facilities Highlights 2026-2027

The Place Riel Student Centre and the Memorial Union Building (MUB) serve as the operational and social core of student life on campus. Far more than physical infrastructure, these facilities function as multi-use environments that bring together many services for students, USSU Operations and Centres, commercial tenants, and essential amenities under one roof.

Together, these buildings encompass nearly 100,000 square feet of highly utilized space. On any given day, they support student programming, retail activity, food court operations, and administrative functions. This level of activity requires continuous oversight and coordinated operational management.

Facility operations are overseen by the USSU Facilities Manager, who leads a team of seven dedicated custodial staff. This team ensures both buildings remain clean, safe, and accessible seven days per week. With Place Riel operating extended hours—remaining open until 12:30 a.m. on weekdays—the demand for cleaning, monitoring, and upkeep extends well beyond standard business hours. Maintaining a high standard of cleanliness and safety is essential to supporting the student experience, tenant operations, and overall building longevity.

As landlord of both facilities, the USSU carries responsibility for building systems and overall asset stewardship. Core infrastructure—including heating, cooling, electrical, and plumbing systems—must be maintained to ensure uninterrupted service. While the University's Facilities Department performs much of the technical repair and maintenance work, associated costs are borne by the USSU. Utilities, maintenance, and repair expenditures continue to represent some of the most significant cost centres within the operating budget and rise every year.

Lower Place Riel still experiences multiple water-related issues. The USSU has worked collaboratively with the University to assess the source of these leaks and pursue appropriate remediation measures. Ongoing coordination will remain a priority to protect the integrity of the space and mitigate future risk.

To offset operational expenditures, the USSU leases out space. Commercial tenants and service providers operate within the facilities under lease agreements, most commonly five-year terms. Agreements typically include either a fixed base rent or a hybrid model combining base rent with percentage-based revenue components. There is one small commercial space for lease in Lower Place Riel, and there has been the removal of 2 ATM's due to the changes in banking over the years. In addition to long-term tenants, rental space is made available to both internal campus groups and external organizations.

The Facilities Department has identified the following projects for the upcoming year:

- **Capital Investment:** Purchase of a ride-on auto scrubber to improve efficiency in maintaining large areas of tile flooring while also providing an ergonomic piece of equipment for ease of use.
- **Infrastructure Project:** Removal of aging asbestos-containing tile and installation of new flooring in the Place Riel loading dock stairwell.

These investments demonstrate continued commitment to maintaining a safe, efficient, and welcoming space for the campus community.

Facilities

Revenue

Account	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
180-4250-10	Rent - Commercial Based	27,702	27,702	27,702	28,781	32,858	32,858	32,858	32,858	32,858	32,858	32,858	32,858	374,748
180-4250-20	Rent - Occupancy	28,210	28,210	28,210	28,210	28,210	28,210	28,210	28,210	28,210	28,210	28,210	28,210	338,520
180-4250-30	Rent - Percentage	7,100	7,100	6,800	7,100	20,300	22,350	16,900	12,000	20,350	17,325	20,800	14,000	172,125
180-4250-00	Rent - Room/Space	-	-	-	-	250	250	8,050	150	250	150	250	150	9,500
		63,012	63,012	62,712	64,091	81,618	83,668	86,018	73,218	81,668	78,543	82,118	75,218	894,893

Expenses

Account	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
180-5000-00	Advertising	-	-	-	-	500	-	-	-	250	-	-	-	750
180-5030-00	Bank Charges	350	335	350	320	350	360	390	390	360	380	380	360	4,325
180-5090-00	Computer Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
180-5200-00	Depreciation	908	908	908	908	908	908	908	908	908	908	908	908	10,897
180-5240-00	Equipment Maintenance	500	500	500	500	500	500	500	500	500	500	500	500	6,000
180-5350-00	Janitorial	25,346	25,856	26,511	26,406	27,869	26,066	26,147	26,964	27,795	28,110	26,200	26,387	319,657
180-5370-00	Legal Fees	550	550	550	550	550	550	550	550	550	550	550	550	6,600
180-5400-00	Meeting Expenses	-	200	-	-	-	-	-	200	-	-	-	-	400
180-5410-00	Membership Fees	-	-	500	-	-	-	-	-	-	-	-	-	500
180-5430-00	Office & General	25	25	25	25	25	25	25	25	25	25	25	25	300
180-5470-00	Printing	20	20	20	20	20	20	20	20	20	20	20	40	260
180-5480-00	Professional Development	225	225	225	225	225	225	225	225	225	225	225	225	2,700
180-5510-00	Repairs & Maintenance	2,559	2,793	2,782	2,500	2,878	6,952	5,909	5,914	8,866	5,538	7,557	4,146	58,393
180-5565-00	Signage	1,000	-	-	1,000	-	-	-	-	1,000	-	-	-	3,000
180-5630-00	Telephone	96	96	96	656	96	96	96	656	96	96	96	656	2,827
180-5670-00	Uniforms	550	200	200	200	200	200	200	200	200	200	200	200	2,750
180-5690-00	Utilities	26,553	26,100	32,186	29,938	36,113	32,476	31,932	51,506	55,599	36,643	29,423	22,747	411,215
180-5750-00	Waste Management	760	789	956	989	1,436	1,436	1,203	1,132	1,436	1,203	1,436	1,132	13,908
		59,442	58,596	65,808	64,236	71,670	69,813	68,105	89,189	97,829	74,398	67,520	57,876	844,482

	May	June	July	August	September	October	November	December	January	February	March	April	Total
Net	3,570	4,416	(3,096)	(144)	9,947	13,854	17,913	(15,971)	(16,162)	4,145	14,598	17,341	50,411

R & M

*MUB Elevator - August

*PR (H) - \$795 (incl PST) - Jun, Sep, Dec, Mar

*PR (T) - \$1431 (incl PST) - May, Aug, Nov

*PR (T) - \$1800 - Jan

Utilities

PR - Air Conditioning - Nov

Budget 2026-2027

Account #: 180-4250-10 **Account Name/Dept:** Commercial Base Rent Revenue-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Based on tenant leases. This amount incorporates an base rent for space occupied by commercial tenants in Place Riel.	
Total for the year:	374,748

Account #: 180-4250-20 **Account Name/Dept:** Occupancy Rent Revenue-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Non-commercial tenant rent for Lower Place Riel and the MUB buildings. Includes: Sheaf, International Students & Study Abroad Centre, Health & Dental Office, U of S Meeting Rm and U of S 3rd, 4th and penthouse floor.	
Total for the year:	338,520

Account #: 180-4250-30 **Account Name/Dept:** Percentage Rent Revenue-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Percentage rent payments from food court tenants.	
Total for the year:	172,125

Account #: 180-4250-00 **Account Name/Dept:** Room/Space Rent Revenue-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
This covers space rental for the North Concourse and the Roy Romanow Council Chamber. It also includes the Imaginus Poster Sale.	
Total for the year:	9,500

Account #: 180-5000-00 **Account Name/Dept:** Advertising Expense-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
This covers an advertisement in the Survival Calendar, banner stands to advertise tenants, or Star Phoenix ads for space rental etc.	
Total for the year:	750

Account #: 180-5030-00 **Account Name/Dept:** Bank Charges Expense-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
This covers commissions deducted due to tenants paying rent with Mastercard, Visa and Debit.	
Total for the year:	4,325

Account #: 180-5090-00 **Account Name/Dept:** Computer Maintenance Expense-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
As per Schedule #2 - Included in Admin	-
Total for the year:	-

Account #: 180-5200-00 **Account Name/Dept:** Depreciation Expense-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Per Schedule #3	
Total for the year:	10,897

Account #: 180-5240-00 **Account Name/Dept:** Equipment Maint. Expense-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
This would cover such things as vacuum cleaner repairs, floor washing machine repairs and parts, batteries, replacement parts for equipment and food court trays.	
Total for the year:	6,000

Account #: 180-5350-00 **Account Name/Dept:** Janitorial Expense-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
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Per Schedule #4 (Janitorial salaries and supplies)

Total for the year:

319,657

Account #: 180-5370-00 **Account Name/Dept:** Legal Fee Expense-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Legal fees to cover questions regarding leases or other facility legal issues that arise.

Total for the year:

6,600

Account #: 180-5400-00 **Account Name/Dept:** Meeting Expense - Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Bi-annual Janitorial meeting and Lease meetings.

Total for the year:

400

Account #: 180-5410-00 **Account Name/Dept:** Membership Fee Expense-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

International Facilities Managers Association Membership @ \$350* 1.39660 exchange. This membership also includes membership with IFMA Saskatchewan.

Total for the year:

500

Account #: 180-5430-00 **Account Name/Dept:** Office & General Expense-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

This covers facility related office supplies not covered under the Admin line and for Janitors.

Total for the year:

300

Account #: 180-5470-00 **Account Name/Dept:** Printing Expense-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

This is for small print jobs through XL Print & Design for small posters, front door Exec sign, XL docket, laminating, etc

Total for the year:

260

Account #: 180-5480-00 **Account Name/Dept:** Professional Dev./Wellness Expense-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

As per CUPE Agreement, staff reimbursement for professional development courses for union staff.

Total for the year:

2,700

Account #: 180-5510-00 **Account Name/Dept:** Repairs/Maint. Expense-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per Schedule #5

Alarm monitors in Place Riel and MUB included

Total for the year:

58,393

58,393

Account #: 180-5565-00 **Account Name/Dept:** Signage Expense-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Updating signage as needed (pillars and exterior building) for main wayfinding in the building and promoting tenants on the exterior.

Total for the year:

3,000

Account #: 180-5630-00 **Account Name/Dept:** Telephone Expense-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Costs for telephone hardware, long distance and cell phone reimbursement for janitorial staff.

Total for the year:

2,827

Account #: 180-5670-00 **Account Name/Dept:** Uniforms Expense-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Clothing allowance for janitorial staff as per CUPE Agreement.

2,450

Janitorial vests	300
Total for the year:	2,750

Account #: 180-5690-00 **Account Name/Dept:** Utilities Expense-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Per Schedule #6 (including air conditioning invoice - Jan)	
Total for the year:	411,215

Account #: 180-5750-00 **Account Name/Dept:** Waste Management Expense-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Loraas Disposal Services for waste, recycling and new organics program from the University.	
Total for the year:	13,908

Food Centre Highlights 2026-2027

The Food Centre continues to be a vital part of the University of Saskatchewan community as food insecurity with students continues to rise. The centre is located on the main floor of the Place Riel Student Centre and is run by a student coordinator with support from student volunteers and USSU staff.

The centre operates a Fresh Market Tuesday to Friday weekly during the school year, making fresh fruit and vegetables, as well as other food items available to students at excellent prices. The centre also provides emergency food hampers to students through two programs. The first is through the Saskatoon Food Bank, where students can have hampers delivered to campus for pick up at the USSU Food Centre. The second program is uFood, an in-house emergency food program, where students can choose food and hygiene items by placing orders online for pick up at the centre.

The uFood program usage has tapered off this past year from the highs of the previous two years with hamper totals of approximately 2400. The funding from the University of Saskatchewan along with a contribution from the Graduate Student Association will allow the program to continue to run for the upcoming year at no budgeted cost. We will work to increase hamper volumes through marketing to undergraduate students on social media throughout the year. We will also add value to the Fresh Market via recipe videos and meal packs focused on providing affordable meal solutions to students.

Jason Kovitch
Business & Services Manager

Food Centre
Expenses

Account	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
175-5000-00	Advertising	-	-	-	200	700	75	75	75	75	75	75	75	1,425
175-5090-00	Computer Maintenance	241	-	-	-	-	-	-	-	-	-	-	-	241
175-5200-00	Depreciation	6	6	6	6	6	6	6	6	6	6	6	6	75
175-5240-00	Equipment	60	60	60	160	160	60	60	60	60	60	60	60	920
175-5250-00	Events/Speakers	-	-	-	-	150	400	150	150	150	150	150	150	1,450
175-5350-00	Janitorial	242	247	253	252	267	249	249	258	265	268	253	251	3,053
175-5400-00	Meeting Expenses	-	-	-	-	-	30	-	-	30	-	-	30	90
175-5430-00	Office & General	48	48	48	78	78	78	78	78	78	78	78	78	843
175-5510-00	Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
175-5550-00	Salaries/Wages - PT	-	-	-	884	1,767	1,862	1,862	1,862	1,862	1,862	1,862	1,862	15,682
175-5580-00	Staff Welfare/Apprec.	-	-	-	-	-	-	-	-	-	-	-	400	400
175-5630-00	Telephone	39	39	39	39	39	39	39	39	39	39	39	39	462
175-5640-00	Training	-	-	-	-	400	100	-	-	100	-	-	-	600
175-5690-00	Utilities	239	235	292	272	332	299	293	480	528	331	260	203	3,764
175-5710-00	Volunteer Awards	10	10	10	10	50	50	50	50	50	50	50	50	440
		884	644	708	1,900	3,948	3,247	2,861	3,057	3,243	2,919	2,831	3,203	29,446

	May	June	July	August	September	October	November	December	January	February	March	April	Total
Net	(884)	(644)	(708)	(1,900)	(3,948)	(3,247)	(2,861)	(3,057)	(3,243)	(2,919)	(2,831)	(3,203)	(29,446)

Budget 2026-2027

Account #: 175-5000-00 **Account Name/Dept:** Advertising Expense-Food Centre

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Advertising in Survival Guide, and social media ads for U-food and volunteer recruitment.	
Total for the year:	1,425

Account #: 175-5090-00 **Account Name/Dept:** Computer Maint. Expense-Food Centre

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
As per Schedule #2 - Included in Admin	-
File Maker (May)	241
Total for the year:	241

Account #: 175-5200-00 **Account Name/Dept:** Depreciation Expense-Food Centre

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
As per Schedule #3	
Total for the year:	75

Account #: 175-5240-00 **Account Name/Dept:** Equip. & Equip. Maint. Expense-Food Centre

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Equipment for Fresh Market including Moneris terminal rental.	
Total for the year:	920

Account #: 175-5250-00 **Account Name/Dept:** Events Expense-Food Centre

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Cost for Fresh Market that are not offset by sales, and any other events planned by coordinator.	
We have deferred funding from the U of S that will cover all expenses for Ufood.	
Total for the year:	1,450

Account #: 175-5350-00 **Account Name/Dept:** Janitorial Expense-Food Centre

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
As per Schedule #4	
Total for the year:	3,053

Account #: 175-5400-00 **Account Name/Dept:** Meeting Expense-Food Centre

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Meeting expenses for outreach and networking.	
Total for the year:	90

Account #: 175-5430-00 **Account Name/Dept:** Office & General Expense-Food Centre

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Office Supplies costs for the centre including business cards, hamper materials, and more. This line also includes our 7Shifts license for volunteer scheduling and tracking.	
Total for the year:	843

Account #: 175-5510-00 **Account Name/Dept:** Repairs & Maintenance Exp.-S.S-Food Centre

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
As per Schedule #5 - Included in Facilities	
Total for the year:	-

Account #: 175-5550-00 **Account Name/Dept:** Salaries, Wages & Benefits Exp.-S.S-Food Centre

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Salaries, Wages & Benefits-53% time (20 hrs/week for two weeks August),	

53% time (20 hrs/week Sep-April)

Total for the year:

15,682

Account #: 175-5580-00

Account Name/Dept: Staff Welfare/Apprec. Expense-Food Centre

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Year-end event @ \$20/volunteer (Based on 20 volunteers)

Total for the year:

400

Account #: 175-5630-00

Account Name/Dept: Telephone Expense-Food Centre

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Costs for telephone hardware.

Total for the year:

462

Account #: 175-5640-00

Account Name/Dept: Training Expense-Food Centre

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Volunteer Training \$20/volunteer x 20 volunteers as well as other volunteer training opportunities.

Total for the year:

600

Account #: 175-5690-00

Account Name/Dept: Utilities Expense-Food Centre

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

As per Schedule #5

Total for the year:

3,764

Account #: 175-5710-00

Account Name/Dept: Volunteer Appreciation Expense-Food Centre

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

USSU Gift Cards for volunteers based on points accumulated for hours volunteered.

Total for the year:

440

Help Centre Highlights 2026-2027

The USSU Help Centre is committed to providing information, referrals, and personal support to undergraduate students. The centre strives to provide these services in a confidential, informed, and safe environment in their space located in room 105 of the Memorial Union Building. The centre is run by a student coordinator with support from dozens of student volunteers that are there to help fellow students.

The centre features an exam file that students can use to access previous exams in dozens of courses. They also offer an academic resource hub where students can sign out prep books to help them study for many professional entrance exams. The centre provides programming to students, with a primary focus on mental health and well being. This includes Mental Health Awareness Weeks, Mental Health Discussion groups, and various other events with a focus on de-stressing and improving mental health.

In addition to programming the centre also provides training opportunities for volunteers including Safetalk, and Mental Health First Aid. The centre also works with community partners to provide Naloxone Training and other opportunities for students.

This year's budget offers funding for all of the centre events with room for the incoming coordinator to add to the programming as they see fit. There are also sufficient budget dollars allocated for training, so that our volunteers are prepared to help students that access the centre and the services that we provide.

Jason Kovitch
Business & Services Manager

Help Centre
Expenses

Account	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
190-5000-00	Advertising	20	20	50	200	700	200	70	50	50	200	100	50	1,710
190-5090-00	Computer Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
190-5110-00	Condoms	-	-	-	200	-	-	-	-	200	-	-	-	400
190-5120-00	Conferences	-	-	-	-	-	-	-	-	100	-	-	-	100
190-5200-00	Depreciation	8	8	8	8	8	8	8	8	8	8	8	8	91
190-5240-00	Equipment & Equipment Maint.	-	-	-	-	-	-	100	-	-	50	-	-	150
190-5250-00	Events/Speakers	-	50	100	100	500	700	300	400	300	300	700	400	3,850
190-5350-00	Janitorial	104	104	105	103	106	104	106	104	105	105	106	105	1,255
190-5400-00	Meeting Expense	30	-	-	-	-	-	30	-	-	30	-	-	90
190-5430-00	Office & General	30	30	30	100	100	30	30	30	30	30	30	30	500
190-5510-00	Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
190-5550-40	Salaries/Wages & Benefits	1,308	1,308	1,308	1,767	1,767	1,862	1,862	1,862	1,862	1,862	1,862	1,862	20,490
190-5580-00	Staff Welfare/Apprec.	-	-	-	-	-	-	-	-	-	-	-	500	500
190-5600-00	Subscription	48	48	48	48	48	48	48	48	48	48	48	48	576
190-5630-00	Telephone	39	39	39	39	39	39	39	39	39	39	39	39	462
190-5640-00	Training	-	-	-	-	500	160	160	-	160	160	160	-	1,300
190-5690-00	Utilities	338	325	370	350	366	329	335	442	312	386	387	278	4,217
190-5710-00	Volunteer Awards	20	20	20	50	80	80	80	80	80	80	80	80	750
		1,944	1,951	2,076	2,964	4,213	3,559	3,167	3,061	3,293	3,297	3,519	3,399	36,442

	May	June	July	August	September	October	November	December	January	February	March	April	Total
Net	(1,944)	(1,951)	(2,076)	(2,964)	(4,213)	(3,559)	(3,167)	(3,061)	(3,293)	(3,297)	(3,519)	(3,399)	(36,442)

Budget 2026-2027

Account #: 190-5000-00 **Account Name/Dept:** Advertising Expense-Help Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Survival Calendar, social media ads for events and campaigns, and promotional materials for the Centre i.e. Buttons, discussion group and workshop advertising.	
Total for the year:	1,710

Account #: 190-5090-00 **Account Name/Dept:** Computer Maint. Expense-Help Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Per schedule #2 - Included in Admin	-
Total for the year:	-

Account #: 190-5110-00 **Account Name/Dept:** Condom Expense-Help Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
To cover condoms, gloves, lubricant, dental dams, pregnancy tests, and other items.	
Total for the year:	400

Account #: 190-5120-00 **Account Name/Dept:** Conference Expense-Help Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Cost for the Coordinator to attend a relevant conference.	
Total for the year:	100

Account #: 190-5200-00 **Account Name/Dept:** Depreciation Expense-Help Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Per schedule #3	
Total for the year:	91

Account #: 190-5240-00 **Account Name/Dept:** Equip. & Equip. Maint. Expense-Help Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
To cover costs of any equipment needs for the year such as button shells	
Total for the year:	150

Account #: 190-5250-00 **Account Name/Dept:** Events/Speakers Expense-Help Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Event costs for the year including Mental Health Awareness weeks, Adulting 101.	
Includes costs for speakers and honorariums for discussion group leaders.	
Total for the year:	3,850

Account #: 190-5350-00 **Account Name/Dept:** Janitorial Expense-Help Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Per schedule #4	
Total for the year:	1,255

Account #: 190-5400-00 **Account Name/Dept:** Meeting Expenses-Help Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Meeting expenses for outreach and networking.	
Total for the year:	90

Account #: 190-5430-00 **Account Name/Dept:** Office & General Expense-Help Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Office Supplies for the centre.	
Total for the year:	500

Account #: 190-5510-00 **Account Name/Dept:** Repairs/Maint. Expense-Help Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Per Schedule #5 - Included in Facilities	
Total for the year:	-

Account #: 190-5550-40 **Account Name/Dept:** Salaries/Wages & Benefit Exp.-Help Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Salaries, Wages & Benefits - 39% time (15 hrs/week) for May through July.	
53% time (20 hrs/week August-April)	
Total for the year:	20,490

Account #: 190-5580-00 **Account Name/Dept:** Staff Welfare/Apprec. Expense-Help Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Year-end event @ \$20/volunteer (Based on 25 volunteers)	
Total for the year:	500

Account #: 190-5600-00 **Account Name/Dept:** Subscription Expense-Help Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

7 shifts-scheduling	
Total for the year:	576

Account #: 190-5630-00 **Account Name/Dept:** Telephone Expense-Help Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Costs for telephone hardware.	
Total for the year:	462

Account #: 190-5640-00 **Account Name/Dept:** Training Expense-Help Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

VOTR - Based on \$20/volunteer (25 volunteers)	500
Additional training and educational opportunities for volunteers including SafeTalk and MHFA	800
Total for the year:	1,300

Account #: 190-5690-00 **Account Name/Dept:** Utilities Expense-Help Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per Schedule #6	
Total for the year:	4,217

Account #: 190-5710-00 **Account Name/Dept:** Volunteer Appreciation Expense-Help Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

USSU Gift Cards for volunteers based on points accumulated for hours volunteered.	
Total for the year:	750

Louis' - Louis' Loft Highlights 2026-2027

Louis is a full service food and beverage operation located in the Lower Level of the Memorial Union Building. Louis' offers a diverse menu that caters to students, faculty, and staff for lunch and dinner. The venue has a seating for up to 200 people and a capacity of 579.

Louis also provides all food and beverage service to patrons of Griffith's Stadium, as well as hosting large catered events such as weddings, banquets, and after grads. Campus Clubs and all other groups can book Louis' or portions of Louis' for fundraising events, social events, or any other special event they are planning. Louis strives to meet the needs of students, as well as the greater campus community.

Louis' Loft is located on the second floor of the Memorial Union Building. It functions as a coffee shop restaurant during the day, offering patrons premium coffees, baking, sandwiches, salads and other items. In addition, beverage selections including draught beer and locally produced spirits are available in the bright open space. The space has seating for over 100 people with a capacity of 225 for events.

In the evenings and weekends Louis' Loft is available for bookings. The open floor plan can accommodate student club functions, receptions, acoustic concerts, fundraisers and weddings. Outstanding full service catering options are available to clients that will be sure to meet their needs.

All revenues and costs for Louis' and Louis' Loft are captured in the Louis' budget. For the 2026-27 fiscal year Louis' will focus on retaining revenues and scaling costs efficiently. Many changes have occurred to the campus environment with students spending less time on campus, spend per customer dropping, and liquor consumption decreasing. Louis' will look to grow food revenues via revamped menus and targeted promotions via the Louis' Loyalty program. The loyalty program has approximately 1000 users that Louis' can push special promotions out to and who can collect rewards for discounts. Despite not having a beer garden for Welcome Week this year, Louis' will focus on programming within the venue including entertainment on the patio, a large-scale event, and a focus on introducing the venue to new students on campus.

Louis' will also look to continue to be the main home for campus club events. Each year the spaces host over 100 campus club events of all kinds, with groups not paying rental fees. Louis' will also explore flexible options for campus clubs over the next year in order to better meet groups needs in terms of catering options and space. Louis' will also continue to provide great campus life programming such as trivia nights, karaoke, and new events that appeal to students.

Louis' will also look to grow revenues through wedding booking and large off campus events. Weddings are a great way to provide revenues during non peak times for the operation. They also are profitable given the low number of staff required and high

revenues they provide. Louis' will attend wedding shows throughout the year and offer non peak discounts to couples looking to get married in slower months.

Another focus in the budget for this year is the control of key costs including labour. Louis' will run a scaled down operation in summer in order to reduce labour costs while capturing similar revenues to years past. Over the rest of the year Louis' will also focus on scaling less than full time labour costs efficiently with sales. Management will also have to work to keep product costs in check while ensuring students have access to affordable items. This will involve dedicated menu planning throughout the year.

Jason Kovitch
Business & Services Manager

Louis'-Louis' Loft

Revenue

Account	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
250-4040-00	Coat Check Revenue	-	-	-	-	-	180	250	150	250	250	100	-	1,180
250-4070-20	Commission Vending	90	300	100	200	370	230	200	50	100	150	200	150	2,140
250-4240-00	Promotional Item Revenue	90	50	40	100	265	200	150	100	100	100	100	100	1,395
250-4270-40	Sales - Bottled Beer	24,383	3,322	3,098	3,944	108,666	32,855	30,687	3,233	6,607	2,944	3,422	3,689	226,850
250-4270-50	Sales - Draft Beer	7,552	7,430	5,572	7,068	16,846	17,297	13,243	12,591	13,554	13,944	15,288	16,233	146,618
250-4270-60	Sales - Food	42,688	48,655	27,246	53,136	76,321	72,146	72,046	68,548	59,013	52,831	75,664	63,888	712,182
250-4270-70	Sales - Liquor	5,999	8,456	3,704	12,219	15,234	11,849	15,035	12,215	10,647	9,674	14,138	9,898	129,068
250-4270-80	Sales - Non Alch. Bev.	5,246	3,266	1,714	4,355	9,232	9,206	9,663	2,877	5,957	2,654	3,921	3,422	61,513
250-4270-85	Sales Prepared Beverages	3,642	3,827	3,920	3,609	7,922	4,700	6,033	4,866	5,888	5,699	7,458	6,288	63,852
250-4275-00	Special Event Revenue	3,000	4,000	2,500	4,500	6,500	6,500	4,000	6,000	4,500	2,500	4,500	3,500	52,000
250-4280-00	Sponsorship Revenue	200	0	100	0	4,000	200	200	200	0	0	300	300	5,500
		92,890	79,306	47,994	89,131	245,356	155,363	151,507	110,830	106,616	90,746	125,091	107,468	1,402,298

Expenses

Account	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
250-5000-00	Advertising	400	400	400	3,000	2,500	900	600	600	900	900	900	900	12,400
250-5030-00	Bank Charges	2,000	1,200	1,200	3,000	4,300	3,400	3,000	2,000	2,100	1,800	2,000	2,000	28,000
250-5090-00	Computer Maint.	1,073									151			1,224
250-5180-40	COS - Bottled Beer	8,534	1,163	1,084	1,380	38,033	11,499	10,740	1,132	2,312	1,030	1,198	1,291	79,398
250-5180-50	COS - Draft Beer	3,323	3,269	2,452	3,110	7,412	7,611	5,827	5,540	5,964	6,135	6,727	7,143	64,512
250-5180-60	COS - Food	17,075	19,462	10,898	21,254	30,528	28,858	28,818	27,419	23,605	21,132	30,266	25,555	284,873
250-5180-70	COS - Liquor	1,260	1,776	778	2,566	3,199	2,488	3,157	2,565	2,236	2,032	2,969	2,079	27,104
250-5180-80	COS - Non Alch. Bev.	2,256	1,404	737	1,873	3,970	3,959	4,155	1,237	2,562	1,141	1,686	1,471	26,451
250-5180-85	COS- Prepared Bev.	1,129	1,186	1,215	1,119	2,456	1,457	1,870	1,508	1,825	1,767	2,312	1,949	19,794
250-5200-00	Depreciation	1,582	1,582	1,582	1,582	1,582	1,582	1,582	1,582	1,582	1,582	1,582	1,582	18,989
250-5240-00	Equipment & Equipment Maintenance	1,500	1,500	1,500	1,500	2,000	2,000	2,000	2,000	2,000	1,800	2,000	2,000	21,800
250-5285-00	Food & Beverage supplies	1,000	1,000	1,000	2,000	3,000	2,900	2,900	1,600	2,000	2,000	2,000	2,000	23,400
250-5290-00	Freight	1,000	1,000	1,000	1,100	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	13,700
250-5360-00	Kitchen Supplies	700	700	700	700	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	12,400
250-5390-00	Licence	237	5,625	237	237	237	237	237	237	237	237	762	237	8,757
250-5400-00	Meeting	-	-	-	250	-	-	-	250	-	-	-	-	500
250-5410-00	Membership	-	-	-	-	-	-	-	-	-	-	-	-	-
250-5430-00	Office & General	30	30	30	150	150	30	30	30	30	30	30	30	600
250-5450-00	Plant Maintenance	-	900	-	-	-	-	-	-	-	-	-	-	900
250-5470-00	Printing	200	-	-	-	300	-	-	-	300	-	-	-	800
250-5480-00	Prof. Development/Wellness	-	-	-	-	650	650	-	-	-	-	-	-	1,300
250-5500-00	Promotions	500	500	500	500	1,300	1,300	1,300	1,300	1,300	1,300	1,300	1,300	12,400
250-5505-00	Promotional Item Expense	68	38	30	75	199	150	113	75	75	75	75	75	1,046
250-5510-05	Repairs & Main. - Louis'	500	500	500	500	1,100	1,100	1,000	1,000	1,000	1,000	1,000	1,000	10,200
250-5550-00	Salaries, Wages & Benefits	48,074	50,267	47,721	59,785	84,391	79,247	68,656	61,453	65,430	64,689	71,557	66,346	767,618
250-5560-00	Special Event Expense	1,600	800	800	1,500	5,000	1,200	3,500	30,000	800	900	1,300	800	48,200
250-5205-00	Staff Discounts	300	300	300	300	700	700	700	500	500	600	600	600	6,100
250-5580-00	Staff Welfare/Apprec.	150	150	150	150	150	150	150	150	150	150	150	150	1,800
250-5630-00	Telephone	673	612	1,008	495	617	1,296	677	675	678	667	692	1,562	9,652
250-5640-00	Training	-	-	-	0	500	-	-	-	500	-	-	-	1,000
250-5650-00	Transportation	0	0	0	0	20	20	20	20	20	20	20	20	160
250-5670-00	Uniforms/linens	300	-	-	400	-	-	-	-	400	-	-	-	1,100
250-5750-00	Waste Management	500	500	500	500	750	750	750	750	750	750	750	750	8,000
		95,964	95,864	76,323	109,027	197,445	155,885	144,183	146,024	121,657	114,290	134,276	123,240	1,514,177

	May	June	July	August	September	October	November	December	January	February	March	April	Total
Bar Operations Net Profit/(Loss)	(3,074)	(16,558)	(28,329)	(19,896)	47,911	(522)	7,324	(35,194)	(15,041)	(23,544)	(9,185)	(15,772)	(111,879)

Budget 2026-2027

Account #: 250-4040-00 **Account Name/Dept:** Coat Check Revenue-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on estimates for revenue from events from October 2025 to March 2026	
Total for the year:	1,180

Account #: 250-4070-20 **Account Name/Dept:** Commission Vending Revenue-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

This line is estimated ATM revenue from Louis' and Louis' Loft	
Total for the year:	2,140

Account #: 250-4240-00 **Account Name/Dept:** Promotional Items Revenue- Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on estimated sales of Louis' shirts, Loft mugs, bags, and other promotional material.	
Total for the year:	1,395

Account #: 250-4270-40 **Account Name/Dept:** Sales-Bottled Beer Revenue-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on estimates given the predicted campus environment. This includes sales for Welcome Week and Griffith's Stadium	
Total for the year:	226,850

Account #: 250-4270-50 **Account Name/Dept:** Sales Draught Beer Revenue-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on estimates given the predicted campus environment. Sales includes product sold at Louis' and Louis' Loft.	
Total for the year:	146,618

Account #: 250-4270-60 **Account Name/Dept:** Sales-Food Revenue-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on estimates given the predicted campus environment. Sales are inclusive of all food products sold at Louis', Louis' Loft , and Griffith's Stadium	
Total for the year:	712,182

Account #: 250-4270-70 **Account Name/Dept:** Sales-Liquor Revenue-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on estimates given the predicted campus environment. Sales are inclusive of all spirits and and wine sold at Louis', Louis' Loft and Griffiths's Stadium	
Total for the year:	129,068

Account #: 250-4270-80 **Account Name/Dept:** Sales-Non Alcoholic Revenue-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on estimates given the predicted campus environment. Sales are inclusive non alcoholic beverages sold at Louis' and Griffith's Stadium	
Total for the year:	61,513

Account #: 250-4275-85 **Account Name/Dept:** Sales-Prepared Beverages- Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Coffee and tea sales at Louis' Loft based on estimates given the predicted campus environment.	
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Total for the year:

63,852

Account #: 250-4275-00 **Account Name/Dept:** Special Event Revenue-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Room rentals at Louis' and Louis' Loft based on estimates given the predicted campus environment.

Total in-kind \$28,000 (79 campus group events)

Total for the year:

52,000

Account #: 250-4280-00 **Account Name/Dept:** Sponsorship Revenue-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Sponsorship for Louis' including an estimated \$3000 from Great Western Brewing for Welcome Week.

Total for the year:

5,500

Account #: 250-5000-00 **Account Name/Dept:** Advertising Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Includes ads in the Survival Guide, sign in front of MUB, and social media ads. This also includes costs for the Louis' loyalty and marketing program.

Total for the year:

12,400

Account #: 250-5030-00 **Account Name/Dept:** Bank Charges Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

This is a percentage base charge for credit card sales and rental fees for Moneris terminals

Totals are estimated based on predicted revenues.

Total for the year:

28,000

Account #: 250-5090-00 **Account Name/Dept:** Computer Maintenance Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

As per Schedule #2 - Included in Admin

Display System (8-Yodeck) (May), Microsoft (Feb)

Total for the year:

-

1,224

1,224

Account #: 250-5180-40 **Account Name/Dept:** Cost of Sales-Bottled Beer Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on 35% of sales.

Total for the year:

79,398

Account #: 250-5180-50 **Account Name/Dept:** Cost of Sales-Draft Beer Expense Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on 44% of sales.

Total for the year:

64,512

Account #: 250-5180-60 **Account Name/Dept:** Cost of Sales-Food Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on 40% of food sales.

Total for the year:

284,873

Account #: 250-5180-70 **Account Name/Dept:** Cost of Sales-Liquor Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on 21% of sales.

Total for the year:

27,104

Account #: 250-5180-80 **Account Name/Dept:** Cost of Sales-Non Alc. Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on 43% of sales. This line includes all soda used in mixed drinks.

Total for the year:

26,451

Account #: 250-5180-85 **Account Name/Dept:** Cost of Sales Prepared Bev. Expense- Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on 31% of sales. Includes coffee, tea, and other Loft products.

Total for the year:

19,794

Account #: 250-5200-00 **Account Name/Dept:** Depreciation Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

As per Schedule #3

Total for the year:

18,989

Account #: 250-5240-00 **Account Name/Dept:** Equip. & Equip Maint. Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Repairs and maintenance on kitchen and bar equipment. This is based estimates given operating plan.

Total for the year:

21,800

Account #: 250-5285-00 **Account Name/Dept:** Food & Beverage Supp. Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Includes napkins, bar wipes, glass towels, glassware, cutlery, plates and take-out containers as well as stadium wares.

Total for the year:

23,400

Account #: 250-5290-00 **Account Name/Dept:** Freight Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Freight charges for incoming items. This includes liquor deliveries and bottle returns.

Total for the year:

13,700

Account #: 250-5360-00 **Account Name/Dept:** Kitchen Supplies Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Includes items such as detergents, dishwashing liquids as well as degreasers and cleaners.

Total for the year:

12,400

Account #: 250-5390-00 **Account Name/Dept:** License Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Liquor Licenses (SLGA \$525), POS yearly license fees (\$5,388), 7 Shifts License (\$1320),

Online ordering subscription (\$636), Giftcard Subscription (\$636) and Spotify for music.

Total for the year:

8,757

Account #: 250-5400-00 **Account Name/Dept:** Meeting Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Meeting expense for Louis' manager meetings throughout the year.

Total for the year:

500

Account #: 250-5410-00 **Account Name/Dept:** Membership Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Total for the year:

-

Account #: 250-5430-00 **Account Name/Dept:** Office & General Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Supplies needed for the office, daily service, and the stadium.

Total for the year:

600

Account #: 250-5450-00 **Account Name/Dept:** Plant Maint. Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Includes planting of flowers on deck and maintenance of the boxes.

Total for the year:

900

Account #: 250-5470-00 **Account Name/Dept:** Printing Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Menu printing and other miscellaneous printing.

Total for the year:

800

Account #: 250-5480-00 **Account Name/Dept:** Professional Dev./Wellness Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

As per CUPE Agreement, staff reimbursement for health, wellness or education courses.

\$650 per union member. Two members are eligible for this benefit in this fiscal year.

Total for the year:

1,300

Account #: 250-5500-00 **Account Name/Dept:** Promotions Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Promotions based on estimates given the campus environment.

This is non advertising cost to run promotions at Louis' as well as any food and beverage that is promoted to customers including discounts as part of the Louis' loyalty program.

Total for the year:

12,400

Account #: 250-5505-00 **Account Name/Dept:** Promotional Item Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Estimated cost of sales for Louis' and Louis' Loft promotional items based on 75% of sales.

Total for the year:

1,046

Account #: 250-5510-05 **Account Name/Dept:** Repairs & Maint. Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

As per Schedule #5 - Included in Facilities

Repairs specific to Louis'

Total for the year:

10,200

Account #: 250-5550-00 **Account Name/Dept:** Salaries/Wages & Benefits Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Salaries, Wages & Benefits for Full-time In scope, Full-time out of scope and Less Than Full-time.

Total for the year:

767,618

Account #: 250-5560-00 **Account Name/Dept:** Special Event Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Costs from rental of special items needed for special events including linens and other items. This line also includes all costs for rentals at the stadium and the payout to Huskie Athletics as per the Griffith's Stadium contract.

Total for the year:

48,200

Account #: 250-5205-00 **Account Name/Dept:** Staff Discounts Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

25% discounts for all staff.

Total for the year:

6,100

Account #: 250-5580-00 **Account Name/Dept:** Staff Welfare/Apprec. Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Funds for monthly staff initiatives and incentives.	
Total for the year:	1,800

Account #: 250-5630-00 **Account Name/Dept:** Telephone Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Costs for telephone hardware, long distance, internet services, and cell phone reimbursement.	
Total for the year:	9,652

Account #: 250-5640-00 **Account Name/Dept:** Training Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Training expenses for Food Safe and other programs.	
Total for the year:	1,000

Account #: 250-5650-00 **Account Name/Dept:** Transportation Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Line includes cab fares for customers to limit our liability and provide customer service.	
Also is for Staff rides home if necessary.	
Total for the year:	160

Account #: 250-5670-00 **Account Name/Dept:** Uniforms Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Expense for the cost of purchasing kitchen uniforms as well as staff T-shirts and aprons.	
Total for the year:	1,100

Account #: 250-5750-00 **Account Name/Dept:** Waste Management Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Loraas Disposal Services for waste, recycling, and organics program from the University.	
Total for the year:	8,000

Expenses

Building Maintenance

Account #: 250-5350-00 **Account Name/Dept:** Janitorial Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

As per Schedule #4	
Total for the year:	55,659

Account #: 250-5690-00 **Account Name/Dept:** Utilities Expense-Louis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

As per Schedule #6	
Total for the year:	171,654

Louis' Entertainment Highlights 2026-2027

Louis' Entertainment is a separate budget where the USSU accounts for revenues and costs of concerts and events held in the Louis' and Louis' Loft spaces. Louis' management works to book numerous concerts throughout the year. Most of these events are rentals for Louis' where local or national promoters pay rent to Louis' that includes production services and the space. We charge promoters anywhere from \$350-\$1500/event based on the size of the event.

In the budget for this fiscal year we have budgeted revenue for concert rentals from all levels of event promoters. We have also budgeted for ticket sales for Louis' promoted events that allows for the booking of low barrier entertainment for students. For these shows Louis' would carry all expenses, but also realize revenues from ticket sales. The budget for both the revenue and costs cancel each other out if they don't happen. On the cost side Louis' has a contract with PR Productions to provide production services for concerts and events. We have budgeted for their services scaled to the level of activity that we anticipate for the upcoming year.

Jason Kovitch
Business & Services Manager

Louis' Entertainment

Revenue

Account	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
160-4250-40	Equipment Rentals	1,000	1,000	1,000	1,000	2,500	4,500	2,500	1,500	1,500	2,000	4,000	3,000	25,500
160-4310-10	Ticket Sales					3,000	1,500	2,000	1,500	1,500	2,000	2,000	2,000	15,500
		1,000	1,000	1,000	1,000	5,500	6,000	4,500	3,000	3,000	4,000	6,000	5,000	41,000

Expenses

Account	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
160-5000-05	Advertising	-	-	-	-	500	500	200	200	200	300	300	300	2,500
160-5090-00	Computer Maintenance	32	-	-	-	-	-	-	-	-	-	-	-	32
160-5200-00	Depreciation	75	75	75	75	75	75	75	75	75	75	75	75	901
160-5220-10	Entertainment Live	-	-	-	-	3,500	1,700	1,700	1,200	1,700	1,700	1,700	1,700	14,900
160-5240-00	Equipment & Equipment Maint.	150	150	150	500	150	150	150	150	500	150	150	150	2,500
160-5390-00	Licenses	-	-	-	-	-	-	-	-	500	-	-	-	500
160-5550-40	Salaries	800	800	800	800	2,000	3,200	2,000	1,200	900	1,600	3,000	2,400	19,500
		1,057	1,025	1,025	1,375	6,225	5,625	4,125	2,825	3,875	3,825	5,225	4,625	40,833

	May	June	July	August	September	October	November	December	January	February	March	April	Total
Net	(57)	(25)	(25)	(375)	(725)	375	375	175	(875)	175	775	375	167

Budget 2026-2027

Account #: 160-4250-40 **Account Name/Dept:** Equipment Rental Revenue-Louis'-Entertainment

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Revenue brought in from the rental of sound equipment for shows at Louis' as well as for off-site rentals. Ranges from \$350 for student groups to \$1,500 for national promoters such as Live Nation.	
Total for the year:	25,500

Account #: 160-4310-10 **Account Name/Dept:** Ticket Sales Revenue-Louis'-Entertainment

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on estimates events that Louis' will host	
Total for the year:	15,500

Account #: 160-5000-05 **Account Name/Dept:** Advertising Expense-Louis'-Entertainment

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

This includes the cost of poster printing and social media ads.	
Total for the year:	2,500

Account #: 160-5090-00 **Account Name/Dept:** Computer Maint. Expense-Louis'-Entertainment

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

As per schedule #2 - Included in Admin	-
Docking Station	32
Total for the year:	32

Account #: 160-5200-00 **Account Name/Dept:** Depreciation Expense-Louis'-Entertainment

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

As per schedule #3	
Total for the year:	901

Account #: 160-5220-10 **Account Name/Dept:** Entertainment Live Expense-Louis' Ent.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

This includes payment for all entertainers, riders, hotels, and ticket printing.	
Total for the year:	14,900

Account #: 160-5240-00 **Account Name/Dept:** Equip. & Equip. Maint. Exp.-Louis'-Entertainment

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Includes maintenance and repairs to sound equipment.	
Total for the year:	2,500

Account #: 160-5390-00 **Account Name/Dept:** Licenses Expense-Louis'-Entertainment

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

entandem Tariff 3A fees associated with live entertainment. (3% artist guarantee)	
Total for the year:	500

Account #: 160-5550-40 **Account Name/Dept:** Salaries Expense-Louis' Entertainment

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Includes wages paid to technicians for Louis' events. The rate is \$275 for the main technician and for additional technicians if needed.	
Total for the year:	19,500

Marketing Highlights 2026-2027

The USSU communications budget is mainly used to support internal communication, making sure students, campus groups, and other stakeholders stay informed and engaged. The marketing budget, on the other hand, focuses on external clients and revenue-generating opportunities. This includes advertising on USSU screens across campus, the Survival Calendar, tunnel and washroom ads, and other promotional options like floor decals, banners, and approved advertising requests within USSU spaces.

One of the largest marketing projects each spring and summer is the Survival Calendar, which is handed out during Welcome Week. While the calendar continues to be a strong source of revenue, we regularly review its relevance and track student interest to make sure it still serves a purpose. This ongoing evaluation allows us to adjust and improve the calendar so it remains useful and impactful.

As part of USSU ratification, campus groups receive several promotional benefits to help increase their visibility. These include free advertising on USSU screens (valued at approximately \$8,000 to \$9,500 per year), promotion on USSU's main social media channels (primarily Instagram) and poster placement on USSU Buzzboards. Together, these tools give ratified groups meaningful support to help them reach and engage their audiences.

While the USSU provides the platforms and tools for promotion, individual departments and student groups are responsible for planning and running their own events. Our role is to support visibility and awareness, helping students discover events, opportunities, and resources on campus. By using our marketing assets effectively, we help create a well-connected campus community while maintaining a sustainable revenue model through external advertising partnerships.

Jason Ventnor
Communication and Marketing Manager

Marketing

Revenue

Account	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
145-4000-20	Video Monitors/Plasmas	-	-	-	450	1,000	450	400	400	450	400	400	400	4,350
145-4250-30	Other -Building	1,800	1,800	1,800	1,800	2,600	1,800	1,800	1,800	1,800	1,800	1,800	1,800	22,400
145-4620-00	Survival Calendar	-	-	-	-	30,000	-	-	-	-	-	-	-	30,000
		1,800	1,800	1,800	2,250	33,600	2,250	2,200	2,200	2,250	2,200	2,200	2,200	56,750

Expenses

Account	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
145-5000-00	Advertising	-	150	-	-	150	100	100	100	100	150	100	-	950
145-5030-00	Bank Charges	-	-	-	50	100	50	50	50	50	-	-	-	350
145-5200-00	Depreciation	5	5	5	5	5	5	5	5	5	5	5	5	58
145-5400-00	Meeting/Public Relations	50	-	50	50	50	-	-	50	50	-	50	-	350
145-5430-00	Office & General	-	-	-	25	25	-	-	-	25	25	-	-	100
145-5620-00	Survival Calendar	-	-	-	-	24,250	-	-	-	-	-	-	-	24,250
		55	155	55	130	24,580	155	155	205	230	180	155	5	26,058

Net

May	June	July	August	September	October	November	December	January	February	March	April	Total
1,745	1,645	1,745	2,120	9,020	2,095	2,045	1,995	2,020	2,020	2,045	2,195	30,692

Budget 2026-2027

Account #: 145-4000-20 **Account Name/Dept:** Adver. Video Monitors/Plasma Revenue-Marketing

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Based on expectations for the upcoming year.	4,350
Total in-kind \$8,000 to \$9,500 (campus group events)	
Total for the year:	4,350

Account # 145-4250-30 **Account Name/Dept:** Rental Space-Other-Building Revenue-Marketing

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Based on agreements in place.	
Total for the year:	22,400

Account # 145-4620-00 **Account Name/Dept:** Survival Calendar Revenue-Marketing

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Estimate based on last year's sales.	
Total for the year:	30,000

Account # 145-5000-00 **Account Name/Dept:** Advertising Expense-Marketing

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Sponsor/ advertising recruitment expenditure.	500
General USSU advertising.	450
Total for the year:	950

Account # 145-5030-00 **Account Name/Dept:** Bank Charges Expense-Marketing

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
This is a percentage base charge for credit card sales.	
Total for the year:	350

Account # 145-5200-00 **Account Name/Dept:** Depreciation Expense-Marketing

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
As per Schedule #3	
Total for the year:	58

Account # 145-5400-00 **Account Name/Dept:** Meetings Expense-Marketing

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Estimated expenses for attending various meetings (coffee, lunch, etc.)	
Total for the year:	350

Account # 145-5430-00 **Account Name/Dept:** Office & General Expense-Marketing

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Office supplies as needed.	
Total for the year:	100

Account # 145-5620-00 **Account Name/Dept:** Survival Calendar Expense-Marketing

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Based on quote provided from supplier.	
Total for the year:	24,250

Place Riel Highlights 2026-2027

The Place Riel Student Centre is a focal point of activity for the University of Saskatchewan campus. In March 2003, a referendum was held to collect a Student Infrastructure Fee to expand Place Riel and maintain its facilities.

The renovation of Place Riel was financed through the First Nations Bank and TD Bank (30-year term). The primary revenue source is the Student Infrastructure Fee collection from all undergraduate students. The main expenses are the mortgage payment, bank charges, and interest expenses on Place Riel.

The Place Riel four-storey expansion project took place from 2009-2011 and was awarded LEED Silver certification for its design and construction practices. The University of Saskatchewan Students' Union asked the design team to make the project as environmentally sustainable as possible. Some of the green building initiatives used in the design include an energy-efficient mechanical system, building envelope, and lighting; low or zero VOC emitting interior finishes; and renewable and recycled building materials. At least 75% of construction waste was diverted from the landfill. LEED innovation credits were awarded for exemplary performance in water use reduction, recycled content of materials used, and sourcing local/regional materials.

Amanda Mitchell
Controller

Place Riel

Revenue

Acct	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
181-4160-00	Interest Revenue	-	-	-	-	-	-	-	-	-	-	-	29,172	29,172
181-4300-00	Infrastructure Revenue	-	-	-	-	-	-	-	-	-	-	-	1,237,288	1,237,288
		-	-	-	-	-	-	-	-	-	-	-	1,266,460	1,266,460

Expenses

Acct	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
181-5030-00	Bank Charges			106	25									131
181-5200-00	Depreciation	40,401	40,401	40,401	40,401	40,401	40,401	40,401	40,401	40,401	40,401	40,401	40,401	484,809
181-5325-00	Interest Expense	59,535	62,805	58,678	58,471	62,129	56,306	64,492	54,826	62,915	64,570	56,544	57,745	719,016
181-5510-00	Repairs & Maintenance	4,489	4,620	16,223	20,827	6,163	12,402	2,726	4,867	6,114	3,419	4,162	1,573	87,585
		104,425	107,826	115,408	119,723	108,692	109,108	107,618	100,093	109,430	108,390	101,108	99,719	1,291,541

	May	June	July	August	September	October	November	December	January	February	March	April	Total
Net	(104,425)	(107,826)	(115,408)	(119,723)	(108,692)	(109,108)	(107,618)	(100,093)	(109,430)	(108,390)	(101,108)	1,166,742	(25,081)

Budget 2026-2027

Account #: 181-4160-00 **Account Name/Dept:** Interest Revenue-Place Riel

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on Actuals May - April, 2025

Total for the year: 29,172

Account #: 181-4300-00 **Account Name/Dept:** Infrastructure Revenue-Place Riel

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on principal repaid during the year plus interest and bank charges.

Total for the year: 1,237,288

Account #: 181-5030-00 **Account Name/Dept:** Bank Charges Expense-Place Riel

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on actual from January - December, 2025

Total for the year: 131

Account #: 181-5200-00 **Account Name/Dept:** Depreciation Expense-Place Riel

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per Schedule #3

Total for the year: 484,809

Account #: 181-5325-00 **Account Name/Dept:** Interest Expense-Place Riel

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on actual from January - December, 2025

Total for the year: 719,016

Account #: 181-5510-00 **Account Name/Dept:** Repairs & Maintenance-Place Riel-MUB

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per Schedule #5

Total for the year: 87,585

Pride Centre Highlights 2026-2027

The USSU Pride Centre seeks to work with people of all sexual orientations and gender identities in an open and progressive environment that advocates, celebrates and affirms sexual and gender diversity. The centre is located in room 104 of the Memorial Union Building and offers a variety of resources as well as a safe space for students to enjoy. The centre is run by a student coordinator with support from student volunteers who are there to build community and support students.

The centre offers a variety of programming throughout the year including Saskatoon Pride, Queerapalooza, which is an on campus pride week event, Bi Day of Visibility, Asexuality Awareness Week, Transday of Remembrance, Transgender Awareness Week and Sex Week. The centre also hosts two Drag Shows throughout the year which draw large crowds to Louis'.

The centre also hosts various discussion group and community events such as Gaymer Night, Trans Talk Tuesdays, Cozy Craft Night, Neuro Queer Night, Lego and Let Go, and more. These events provide a safe space for discussion and an opportunity for students to socialize and build community.

This year's budget offers funding for all of the centre events with room for the incoming coordinator to add to the programming as they see fit. There are also sufficient budget dollars allocated for training, so that our volunteers are prepared to help students that access the centre and the services that we provide.

Jason Kovitch
Business & Services Manager

Pride Centre
Expenses

Acct	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
230-5000-00	Advertising	20	200	30	300	900	150	100	150	150	100	100	-	2,200
230-5090-00	Computer Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
230-5110-00	Condoms	-	-	-	-	200	-	-	-	200	-	-	-	400
230-5120-00	Conferences	-	-	-	-	-	0	-	-	100	-	-	-	100
230-5200-00	Depreciation	6	6	6	6	6	6	6	6	6	6	6	6	75
230-5240-00	Equipment	-	-	-	-	100	0	-	-	100	-	-	-	200
230-5250-00	Events/Speakers	50	400	50	50	800	700	200	400	100	200	700	500	4,150
230-5350-00	Janitorial	142	143	144	142	145	143	145	142	145	144	146	144	1,725
230-5400-00	Meeting Expense	-	-	-	-	-	20	-	-	20	-	-	20	60
230-5430-00	Office & General	40	40	40	40	40	40	40	40	40	40	40	40	480
230-5510-00	Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
230-5550-00	Salaries/Wages & Benefits	1,308	1,308	1,308	1,767	1,767	1,862	1,862	1,862	1,862	1,862	1,862	1,862	20,490
230-5580-00	Staff Welfare/Apprec.	-	-	-	-	-	-	-	-	-	-	-	500	500
230-5600-00	Subscriptions/Publications	77	77	77	77	77	77	77	77	77	77	77	77	924
230-5630-00	Telephone	53	53	53	53	53	53	53	53	53	53	53	53	639
230-5640-00	Training	-	-	-	-	500	160	160	-	160	160	160	-	1,300
230-5690-00	Utilities	464	446	508	480	503	453	461	607	428	531	532	382	5,796
230-5710-00	Volunteer Awards	20	20	20	50	100	100	100	100	100	100	100	100	910
		2,182	2,694	2,236	2,966	5,191	3,764	3,204	3,438	3,541	3,273	3,776	3,684	39,950

	May	June	July	August	September	October	November	December	January	February	March	April	Total
Net	(2,182)	(2,694)	(2,236)	(2,966)	(5,191)	(3,764)	(3,204)	(3,438)	(3,541)	(3,273)	(3,776)	(3,684)	(39,950)

Budget 2026-2027

Account #: 230-5000-00 **Account Name/Dept:** Advertising Expense-Pride Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Survival Calendar, social media ads for events and campaigns, and promotional materials for the Centre i.e. button prints, discussion group and workshop advertising.	
Total for the year:	2,200

Account #: 230-5090-00 **Account Name/Dept:** Computer Maint. Expense-Pride Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per schedule #2 - Included in Admin	-
Total for the year:	-

Account #: 230-5110-00 **Account Name/Dept:** Condom Expense-Pride Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

To cover condoms, gloves, lubricant, dental dams, and other applicable items.	
Total for the year:	400

Account #: 230-5120-00 **Account Name/Dept:** Conference Expense-Pride Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Cost for the Coordinator to attend a relevant conference.	
Total for the year:	100

Account #: 230-5200-00 **Account Name/Dept:** Depreciation Expense-Pride Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per Schedule #3	
Total for the year:	75

Account #: 230-5240-00 **Account Name/Dept:** Equip. & Equip. Maint. Exp.-Pride Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

To cover costs of any equipment needs for the year such as button shells.	
Total for the year:	200

Account #: 230-5250-00 **Account Name/Dept:** Events/Speakers Expense-Pride Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

This account includes all event costs including speakers, performers, film licenses, and other costs for Pride Centre events such as Queerapalooza, Sex Week, Drag Shows, and Pride as well as honorariums for speakers and discussion group leaders.	
Costs will be offset by Drag Show revenue.	
Total for the year:	4,150

Account #: 230-5350-00 **Account Name/Dept:** Janitorial Expenses-Pride Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per Schedule #4	
Total for the year:	1,725

Account #: 230-5400-00 **Account Name/Dept:** Meeting Expenses-Pride Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Meeting expenses are for outreach and networking.	
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Total for the year:

60

Account #: 230-5430-00 **Account Name/Dept:** Office & General Expense-Pride Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Office supplies for center including toner cartridge and business cards, pens,
paper, name tags, coffee, and other supplies for the centre

Total for the year:

480

Account #: 230-5510-00 **Account Name/Dept:** Repairs & Maint. Expense-Pride Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per Schedule #5 - Included in Facilities

Total for the year:

-

Account #: 230-5550-00 **Account Name/Dept:** Salaries, Wages & Benefits Exp.-Pride Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Salaries, Wages & Benefits - 39% time (15 hrs/week) for May - July.
53% time (20 hrs/week August - April).

Total for the year:

20,490

Account #: 230-5580-00 **Account Name/Dept:** Staff Welfare/Apprec. Exp.-Pride Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Year-end event @ \$20/volunteer (Based on 25 volunteers)

Total for the year:

500

Account #: 230-5600-00 **Account Name/Dept:** Subscriptions Expense-Pride Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Yearly subscriptions & purchases of publications and resources includes Netflix & 7Shifts

Total for the year:

924

Account #: 230-5630-00 **Account Name/Dept:** Telephone Expense-Pride Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Costs for telephone hardware.

Total for the year:

639

Account #: 230-5640-00 **Account Name/Dept:** Training Expense-Pride Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

VOTR - Based on \$20/volunteer x \$25

500

Additional training and educational opportunities for volunteers including Safe Talk and MHFA

800

Total for the year:

1,300

Account #: 230-5690-00 **Account Name/Dept:** Utilities Expense-Pride Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per Schedule #5

Total for the year:

5,796

Account #: 230-5710-00 **Account Name/Dept:** Volunteer Apprec. Expense-Pride Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

USSU Gift Cards for volunteers based on points accumulated for hours volunteered.

Total for the year:

910

Student Crew Highlights 2026-2027

USSU Student Crew seeks to provide job opportunities to undergraduate students while aiding the U of S and others to provide services to students and the campus community. The service is run by a student coordinator and supported by student employees who work diligently to help students on our campus.

The main programs that USSU Student Crew is hired out for are the U of S Late Night Study at the Murray Library and Law Library. This will form the bulk of our revenue and expenses for the upcoming year. Staff will also work for the USSU at Welcome Week, Imaginus poster sales, Huskie football games, and other events where the services are needed.

While all in person walks for Safewalk are now handled by Campus Protective Services, The USSU remains a partner in the program and has budgeted \$2000 to offset costs for the virtual safewalk software and costs incurred by Campus Protective Services.

Jason Kovitch
Business & Services Manager

Student Crew
Revenue

Account	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
330-4295-00	Student Security Crew	-	-	-	400	7,500	8,100	6,960	4,900	5,800	5,500	7,800	5,800	52,760
		-	-	-	400	7,500	8,100	6,960	4,900	5,800	5,500	7,800	5,800	52,760

Expenses

Account	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
330-5000-00	Advertising	-	-	-	200	600	50	50	50	50	50	50	2,050	3,150
330-5090-00	Computer Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
330-5200-00	Depreciation	6	6	6	6	6	6	6	6	6	6	6	6	75
330-5240-00	Equipment Maintenance	-	-	-	-	50	-	-	-	-	-	-	-	50
330-5350-00	Janitorial	574	586	602	600	634	591	593	613	630	638	685	599	7,346
330-5430-00	Office & General	-	-	-	40	40	40	40	40	40	40	40	40	360
330-5470-00	Printing	-	-	-	-	-	-	-	-	-	-	-	-	-
330-5510-00	Repairs and Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
330-5550-00	Salaries/Wages & Benefits	-	-	-	1,700	8,647	9,120	8,034	6,072	6,929	6,643	8,834	6,929	62,907
330-5580-00	Staff Welfare/Apprec.	-	-	-	-	-	-	-	-	-	-	-	-	-
330-5600-00	Subscription	40	40	40	40	40	40	40	40	40	40	40	40	480
330-5630-00	Telephone	53	53	53	53	53	53	53	53	53	53	53	53	630
330-5640-00	Training	-	-	-	-	250	-	-	-	250	-	-	-	500
330-5670-00	Uniforms	-	-	-	400	-	-	-	-	-	-	-	-	400
330-5690-00	Utilities	567	559	696	646	790	710	696	1,143	1,254	785	626	488	8,960
		1,240	1,244	1,396	3,685	11,110	10,610	9,512	8,016	9,252	8,255	10,333	10,204	84,857

	May	June	July	August	September	October	November	December	January	February	March	April	Total
Net	(1,240)	(1,244)	(1,396)	(3,285)	(3,610)	(2,510)	(2,552)	(3,116)	(3,452)	(2,755)	(2,533)	(4,404)	(32,097)

Budget 2026-2027

Account #: 330-4295-00

Account Name/Dept: Crew Revenue-S.S-Stud. Crew

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Revenue for Student Crew billed out at \$20/hour. Based on estimates given the predicted campus environment including Late Night Study at the Murray Library and Law Library.	
Total for the year:	52,760

Account #: 330-5000-00

Account Name/Dept: Advertising Expense -S.S Stud. Crew

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Survival Calendar, Student Crew recruitment, and \$2000 to Campus Protective Services for Safewalk offset.	
Total for the year:	3,150

Account #: 330-5090-00

Account Name/Dept: Computer Maint. Exp.-S.S Stud. Crew

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

As per Schedule #2 - Included in Admin	-
Total for the year:	-

Account #: 330-5200-00

Account Name/Dept: Depreciation Expense-S.S-Stud. Crew

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

As per Schedule #3	
Total for the year:	75

Account #: 330-5240-00

Account Name/Dept: Equip. & Equip. Maint. Exp.-S.S-Stud. Crew

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Equipment costs for anything needed for Student Crew.	
Total for the year:	50

Account #: 330-5350-00

Account Name/Dept: Janitorial Expense-S.S-Stud. Crew

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

As per Schedule #4	
Total for the year:	7,346

Account #: 330-5430-00

Account Name/Dept: Office & General Expense-S.S-Stud. Crew

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Various office supplies as needed.	
Total for the year:	360

Account #: 330-5510-00

Account Name/Dept: Repairs & Maint. Expense-S.S-Stud. Crew

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

As per Schedule #5 -Included in Facilities	-
Total for the year:	-

Account #: 330-5550-00

Account Name/Dept: Salaries, Wages & Ben. Exp.-S.S.-Stud.Crew

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Salaries, Wages & Benefits-53% time (15 hrs/week for August 1- April 30), plus wages for less than full time Student Crew staff.	
Total for the year:	62,907

Account #: 330-5580-00

Account Name/Dept: Staff Welfare/Apprec. Exp.-S.S-Stud. Crew

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

	-
Total for the year:	-

Account #: 330-5600-00

Account Name/Dept: Subscription Expense-S.S-Stud. Crew

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

7shifts-scheduling	
Total for the year:	480

Account #: 330-5630-00

Account Name/Dept: Telephone Expense-S.S-Stud. Crew

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Costs for telephone hardware.	
Total for the year:	630

Account #: 330-5640-00

Account Name/Dept: Training Expense-S.S.-Stud. Crew

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

To cover any costs associated with providing courses for coordinator and staff	
Total for the year:	500

Account #: 330-5670-00

Account Name/Dept: Uniforms Expense-S.S-Stud. Crew

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Student Crew t-shirts	400
Total for the year:	400

Account #: 330-5690-00

Account Name/Dept: Utilities Expense-S.S-Stud. Crew

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

As per Schedule #6	
Total for the year:	8,960

Student Governance Highlights 2026-2027

Recognizing the importance of financial predictability, the Student Governance budget has remained relatively stable, with only a nominal increase in allocated funds. Rather, the budget has been tweaked to afford the Executive Committee greater ability to meet student expectations and needs, academic and non-academic.

For instance, the Executive Projects and Executive Events lines have been updated to reflect current practices, allocate increased funding to critical areas (e.g., equity, diversity, and inclusion projects), and remove outdated or discontinued events.

Small changes have also been made to the Executive Retreat and University Students' Council Socials/Appreciation lines to free funds held for specific dates and reflect the current number of councillors.

Owen Deis
VP Operations & Finance

Expenses

Account	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
150-5000-00	Exec - General Elections	-	-	-	-	-	-	-	-	-	650	8,200	350	9,200
150-5000-05	Exec - By Elections	-	-	-	-	-	3,075	-	-	-	-	-	-	3,075
150-5330-00	Exec - Referendum	-	-	-	-	-	-	-	-	-	-	3,100	-	3,100
170-5090-00	Exec - Computer Maintenance	241	-	-	-	-	-	-	-	-	-	-	-	241
170-5120-00	Exec - Development	100	100	100	6,000	200	200	5,000	500	200	200	200	-	12,800
170-5200-00	Exec - Depreciation	303	303	303	303	303	303	303	303	303	303	303	303	3,633
170-5400-00	Exec - Meeting Expense	300	100	100	300	150	300	550	200	200	450	550	480	3,680
170-5430-00	Exec - Office & General	50	50	-	-	50	50	50	-	50	50	50	-	400
170-5470-00	Exec - Printing	2	2	2	2	4	4	4	2	4	4	4	4	38
170-5490-00	Exec - Projects Expenses	1,500	2,500	2,000	3,000	4,500	3,500	3,500	2,000	4,500	3,500	3,500	3,300	37,300
170-5490-05	Exec - Events Expenses	-	-	-	-	3,000	500	1,150	-	2,500	6,500	8,000	-	21,650
170-5530-00	Exec - Retreats	300	-	700	-	-	200	-	300	-	-	-	700	2,200
170-5550-00	Exec - Salaries & Benefits	15,793	15,793	15,793	15,793	15,793	15,793	15,793	15,793	15,793	15,793	15,793	36,768	210,495
170-5570-00	Exec - Sponsorship	-	250	250	500	500	500	1,000	2,000	6,000	2,000	2,000	2,000	17,000
170-5630-00	Exec - Telephone	555	555	555	555	555	555	555	555	555	555	555	555	6,654
170-5660-00	Exec - Travel Expense	200	200	200	200	500	500	500	500	1,060	500	200	200	4,760
310-5090-00	USC - Computer Maintenance	241	-	-	217	-	-	-	-	-	-	-	-	458
310-5190-00	USC - Councilor Year end gifts Expense-Stud. Gov.	-	-	-	-	-	-	-	-	-	-	4,400	-	4,400
310-5200-00	USC - Depreciation	76	76	76	76	76	76	76	76	76	76	76	76	915
310-5330-00	USC - Honorariums	-	-	-	-	200	150	200	100	200	250	250	150	1,500
310-5400-00	USC - Meeting Expense	-	-	-	-	350	125	-	400	-	300	-	350	1,525
310-5400-10	USC - Meeting Expense (AGM)	-	-	-	-	-	-	1,100	-	-	-	-	-	1,100
310-5400-05	USC - Meeting Expense (SGM)	-	-	-	-	-	-	-	-	-	1,100	-	-	1,100
310-5680-00	USC - Socials/Appreciation	-	-	-	-	400	1,200	800	400	1,200	800	1,200	800	6,800
		19,661	19,929	20,079	26,946	26,581	27,031	30,581	23,129	32,641	33,031	48,381	46,036	354,024

	May	June	July	August	September	October	November	December	January	February	March	April	Total
Net	(19,661)	(19,929)	(20,079)	(26,946)	(26,581)	(27,031)	(30,581)	(23,129)	(32,641)	(33,031)	(48,381)	(46,036)	(354,024)

Account #: 150-5000-00 **Account Name/Dept:** Exec - General Elections Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Elections (Advertising & Printing)	500
Candidate Forums	300
Candidate Reimbursement	2,500
Chief Returning Officer	2,500
Assistant Chief Returning Officer	1,500
Elections Coordinator	1,400
Deputy Returning Officer Voting Booth	500
Total for the year:	9,200

Account #: 150-5000-05 **Account Name/Dept:** Exec - By Elections Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Elections (Advertising & Printing)	500
Candidate Forums	100
Candidate Reimbursement	875
Chief Returning Officer	1,000
Assistant Chief Returning Officer	600
Total for the year:	3,075

Account #: 150-5330-00 **Account Name/Dept:** Exec - Referendum Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Referendum (Advertising & Printing)	200
Referendum Forum	300
Referendum Reimbursement	1,000
Referendum - Chief Returning Officer	1,000
Referendum - Assistant Chief Returning Officer	600
Total for the year:	3,100

Account #: 170-5090-00 **Account Name/Dept:** Executive - Computer Maint. Expense - Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

As per Schedule #2 - Included in Admin	
Maintenance Agreement (1-Filemaker) (May)	241
Total for the year:	241

Account #: 170-5120-00 **Account Name/Dept:** Executive - Conference/Development Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Conferences	12,000
Peer Advocacy Training and other professional development	800
Total for the year:	12,800

Account #: 170-5200-00 **Account Name/Dept:** Executive - Depreciation Expense - Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per Schedule #3	
Total for the year:	3,633

Account #: 170-5400-00 **Account Name/Dept:** Executive - Meeting Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Meetings (\$325/executive)	1,300
Executive Transition Lunch (Incoming and Outgoing Exec's) (\$60/Exec)	480
Budget Review with Finance and Assessment Committee, Executive Committee and Senior Managers.	400
Association of Constituency Presidents	1,500
Total for the year:	3,680

Account #: 170-5430-00 **Account Name/Dept:** Executive - Office & General Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Office supplies, business cards, etc.	
Total for the year:	400

Account #: 170-5470-00

Account Name/Dept: Executive - Printing Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Misc. printing	
Total for the year:	38

Account #: 170-5490-00

Account Name/Dept: Executive - Projects Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Projects and initiatives of the Executive: each Executive member must apply to the Executive Committee for funding.	8,600
Anti-Racism / Anti-Oppression initiatives	5,000
Equity, Diversity and Inclusion Initiatives	2,000
Lobby Campaign Expense - Municipal, Provincial and Federal Campaigns. (including but not limited to research, preparation, cost-sharing, hosting expenses, etc)	3,000
Marketing (Survival Guide placements, social media advertising, executive campaigns and announcements)	3,000
ohpahoṭān oohpaahotaan ISU Indigenization Commitment Fund	7,500
Indigenous Knowledge Keeper Expense	7,500
Academic Prep hub resources (includes Prince Albert Campus)	400
Bike Tool Rental Service	300
Total for the year:	37,300

Account #: 170-5490-05

Account Name/Dept: Executive - Events Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Fall orientation give away	1,000
Campus Group Weeks Fall	1,000
Sustainability Week	500
Academic Awareness Weeks	1,000
Remembrance Day	150
Winter Orientation programming	1,500
Campus Group Weeks Winter	1,000
International Women's day	1,000
Undergraduate Project Symposium	6,500
Excellence Awards	8,000
Total for the year:	21,650

Account #: 170-5530-00

Account Name/Dept: Executive - Retreat Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Executive Orientation Lunch (May)	300
Team-Building Executives and student employees	1,400
Team-Building Executives	500
Total for the year:	2,200

Account #: 170-5550-00

Account Name/Dept: Executive - Salaries, Wages & Benefits Exp. - Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Executive Salaries - (43687.44 x 4)	174,750
Executive Salaries - Payout (15 days Vacation and 5 EDO's x 4)	13,442
Benefits (CPP, EI, WCB)	14,770
Benefits (Health and Dental Insurance)	1,933
Health and wellness (to be applied for) (\$400/exec)	1,600
Transition incentive incoming (\$1,000 x4 for completion of report and exit interviews)	4,000
Total for the year:	210,495

Account #: 170-5570-00

Account Name/Dept: Executive - Sponsorship Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Executive Sponsorship to be applied for by Campus Groups (Max \$500 per year)	8,000
Executive Sponsorship to be applied for by anyone else	5,000
Executive Scholarship to be applied for by students	4,000
Total for the year:	17,000

Account #: 170-5630-00 **Account Name/Dept:** Executive - Telephone Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Cost for reimbursement of executive cell phone plans, up to \$100/month per Exec	4,800
Costs for telephone hardware and long distance.	1,854
Total for the year:	6,654

Account #: 170-5660-00 **Account Name/Dept:** Executive - Travel Expense-Stud.Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

This is for miscellaneous Executive travel (Not related to conference travel).	
Car rental or mileage (Rural campus travel)	1,140
Food for students & the executive (\$200 x 4)	800
Per diem allowance for three full trip days (\$65 x 4 x 3)	780
Hotel rooms for three nights (\$170 x 4 x 3)	2,040
Total for the year:	4,760

Account #: 310-5090-00 **Account Name/Dept:** USC - Computer Maintenance

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

As per schedule #2 - In Admin	
Zoom Licence (Aug)	217
Maintenance Agreement (Filemaker) (May)	241
Total for the year:	458

Account #: 310-5190-00 **Account Name/Dept:** USC - Councilor Year end gifts Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Year end gifts for Councilors (27 Councilors x \$100)	2,700
Year end gift for committee work, given as Louis' Gift Cards (68 committee seats x \$25)	1,700
Total for the year:	4,400

Account #: 310-5200-00 **Account Name/Dept:** USC - Depreciation Expense - Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

As per schedule #3	
Total for the year:	915

Account #: 310-5330-00 **Account Name/Dept:** USC - Honorariums Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

USC Chair (\$50/meeting x 30 meetings)	
Total for the year:	1,500

Account #: 310-5400-00 **Account Name/Dept:** USC - Meeting Expenses-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Other meeting expenses (name plates)	25
Councillor Travel and Accommodation Expenses (for Prince Albert Campus MSC x 4 meetings)	1,500
Total for the year:	1,525

Account #: 310-5400-10 **Account Name/Dept:** USC - Meeting Expenses (AGM)-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Printing, Office Supplies, Room & Equipment Rentals, and Advertising	500
Refreshments	500
Chairperson Honorarium	100
Total for the year:	1,100

Account #: 310-5400-05 **Account Name/Dept:** USC - Meeting Expenses (SGM)-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Printing, Office Supplies, Room & Equipment Rentals, and Advertising	500
Refreshments	500
Chairperson Honorarium	100
Total for the year:	1,100

Account #: 310-5680-00

Account Name/Dept: USC - Socials/Apprec. Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

USC Appreciation (9 socials at \$400 per social)	3,600
USC Committees (10 x \$200) food allowance	2,000
USC Transition Social	1,200
Total for the year:	6,800

Student Grants Highlights 2026-2027

Campus groups are an integral part of the university experience, and the USSU considers them especially important to the well-being of the campus community. We recognize that groups have a particularly large impact on enriching students' lives and on improving our campus.

Knowing that many groups do not have access to the financial resources to organize large-scale events or pursue meaningful projects, the USSU allocates over **\$65,000** exclusively to support them. We also allocate funding to support key elements of the union's mission, vision, and values: promoting equity, diversity, and inclusion, and combating racism and oppression in all forms.

The Student Grants budget remains largely unchanged from the 2025-26 year. The only changes made are folding the New Group printing credit into the general Projects & Initiatives grant line and adding a telephone to the Campus Club Space so we can contact groups when their booking is complete.

Owen Deis
VP Operations & Finance

Budget 2026-2027

Account #: 130-4180-00 **Account Name/Dept:** Ratification Revenue-Campus Groups

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Ratification revenue comes from ratification fees in the campus groups policy.	
(Insurance for Campus events are accounted for in the Admin Budget)	
Total for the year:	10,000

Account #: 130-5310-00 **Account Name/Dept:** Grants Expense (Cash/Credit)-Campus Groups

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Campus Group Grants	
Project and Initiative Grants	47,000
Equity, Diversity and Inclusion Grants	10,000
Total for the year:	57,000

Account #: 130-5630-00 **Account Name/Dept:** Grants Expense-Telephone

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Costs for telephone hardware for Campus Club space	
Total for the year:	352

Account #: 220-5310-05 **Account Name/Dept:** Grants Expense - Sustainability

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Sustainability Funding (maybe matched by U of S) to be applied for.	
(This is matched by Office of Sustainability of \$2,500)	
Total for the year:	2,500

Account #: 220-5310-10 **Account Name/Dept:** Grants Expense - Anti-Racism

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Anti-Racism and Anti-Oppression	
Total for the year:	2,500

Account #: 280-5310-00 **Account Name/Dept:** Grants Expense-Student-Travel Fund

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

USSU grant to U of S Student Travel Award (ISSAC)	
Total for the year:	7,500

Welcome Week Highlights 2026-2027

This is a typical budget year, but we've been told that the Bowl will be undergoing major changes as part of the University's Sanitary Sewer and Bowl Renewal Project. Because of this, parts of the Welcome Week budget could change significantly. Welcome Week will still happen in the fall, but it will look very different than in past years.

Welcome Week isn't just an event, it's the event. As the biggest and most anticipated tradition on campus, it sets the tone for the entire school year by bringing students together through live entertainment, interactive activities, free giveaways, and campus group showcases. None of this would be possible without our incredible sponsors, who fund the majority of Welcome Week and enhance the experience through activations students love—like SaskTel mini doughnuts, swag, and more.

Putting on an event of this size takes a lot of planning and resources, with costs tied to things like staging, tents, storage, washrooms, entertainment, and the ever-popular carless drive-in. Behind the scenes, university facilities play a key role in supporting the event, from electrical setups to waste and recycling. With limited space, the USSU team will need to get creative in finding new ways to make Welcome Week feel exciting, dynamic, and unforgettable.

Beyond the fun, Welcome Week is all about connection. It's where students meet their USSU executives, hear what's ahead for the year, and explore campus groups and USSU centres. These moments help students get involved, make friends, and start building their university experience from day one.

Jason Ventnor
Communication and Marketing Manager

Budget 2026-2027

Account #: 165-4280-00 **Account Name/Dept:** Sponsorship Revenue-S. S-Welcome Week

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Sponsorship for Welcome Week from various partners	
Total for the year:	20,000

Account #: 165-5000-00 **Account Name/Dept:** Advertising Expense-S.S-Welcome Week

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Social media & print advertising	
Total for the year:	450

Account #: 165-5220-40 **Account Name/Dept:** Entertainment Live Expense-S.S-Welcome Week

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Entertainment/Activities	
Total for the year:	3,500

Account #: 165-5240-00 **Account Name/Dept:** Equipment Maint. Expense-S.S-Welcome Week

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Facilities	2,500
Handyman Rentals	3,000
Equipment Rentals	1,500
Total for the year:	7,000

Account #: 165-5390-00 **Account Name/Dept:** Licenses Expense-S.S.-Welcome Week

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Licensing (Outdoor Movie)	
Total for the year:	500

Account # 165-5500-00 **Account Name/Dept:** Promo Merchandise Expense-Welcome Week

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Various give-aways to students	
Total for the year:	5,000

Account # 165-5550-00 **Account Name/Dept:** PT Salaries Expense- S.S.-Welcome Week

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Student Crew for overnight security & odd jobs	
Total for the year:	1,250

USSU Services Highlights 2026-2027

The USSU Services is one of the busiest services of the USSU. Located in Upper Place Riel it acts as a vital point of contact with students, staff, and visitors to campus. The USSU Services is staffed by one full time staff member, with support from a student staff member. The focus of the desk is to provide exceptional service to our customers while acting as the front door to the U of S campus. This involves providing a wide variety of information to students and the campus community. In addition the staff also deals with locker rentals, notary services, table and space rentals, key services, phone charger loans, bike repair kit services, as well as transit and Upass support.

For this upcoming fiscal year USSU Services will continue to provide excellent customer service to the campus community. The staff will continue to offer services at no cost that undergraduate students see value in and add new services if possible throughout the year. We will also work to obtain as much knowledge as possible for our staff so that we can continue to connect students to vital services across our campus.

Table rentals in the Arts Tunnel is a major focus for the upcoming year. Demand for the space has grown over the past three years and we will look to continue to grow revenues and traffic with new rates for independent businesses and makers that we hope attract to our space. We will also continue to run multiple markets throughout the year in an effort to give students and the U of S community the best experience they can have in the tunnel, while also growing revenues.

Jason Kovitch
Business & Services Manager

USSU Services
Revenue

Account	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
210-4070-00	Commissions	-	-	-	-	-	-	-	-	-	-	-	-	-
210-4070-05	Commissions-U-Pass Distribution	-	-	-	-	-	-	-	-	4,100	-	-	44,200	48,300
210-4140-00	Faxing	2	2	2	3	3	3	3	3	3	3	3	3	32
210-4190-00	Locker Revenue	-	-	-	300	1,105	-	-	100	145	-	-	-	1,650
210-4205-00	Notary Revenue	60	90	90	180	360	210	180	150	150	150	210	150	1,980
210-4230-00	Poster Revenue	10	10	10	50	100	60	60	60	60	60	60	60	600
210-4250-10	Table Rentals- Tunnel	-	-	-	-	8,400	4,300	3,000	400	1,600	1,500	2,000	500	21,700
		72	102	102	533	9,968	4,573	3,243	713	6,058	1,713	2,273	44,913	74,262

Expenses

Account	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
210-5000-00	Advertising & Promotion	-	-	-	-	1,200	-	300	100	50	-	250	-	1,900
210-5030-00	Bank Charges	20	20	20	60	100	40	40	40	40	40	40	40	500
210-5090-00	Computer Maintenance	375	-	-	-	-	-	-	-	-	-	-	-	375
210-5200-00	Depreciation	62	62	62	62	62	62	62	62	62	62	62	62	745
210-5240-00	Equipment Maintenance	-	-	-	400	100	-	-	-	-	-	100	-	600
210-5270-00	Fax Charges	1	1	1	2	2	2	1	1	1	1	1	1	15
210-5385-00	Locker Expense	-	-	-	40	-	-	-	-	-	-	-	-	40
210-5430-00	Office & General	25	25	25	25	150	25	25	1,820	25	25	25	25	2,220
210-5550-00	Salaries, Wages & Benefits	7,327	7,327	7,327	7,327	7,327	7,327	7,327	7,327	7,327	7,327	7,327	7,327	87,927
210-5630-00	Telephone	27	27	27	27	27	27	27	27	27	27	27	27	323
		7,837	7,462	7,462	7,943	8,968	7,483	7,782	9,377	7,532	7,482	7,832	7,482	94,645

	May	June	July	August	September	October	November	December	January	February	March	April	Total
Net	(7,766)	(7,361)	(7,361)	(7,410)	1,000	(2,910)	(4,539)	(8,664)	(1,474)	(5,769)	(5,559)	37,431	(20,383)

Expenses
Building Maintenance

Account	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
210-5350-00	Janitorial	247	253	259	258	273	255	255	264	272	275	287	258	3,157
210-5510-00	Repairs & Main.	-	-	-	-	-	-	-	-	-	-	-	-	-
210-5690-00	Utilities	244	241	300	278	340	306	300	492	541	339	269	210	3,862
		492	493	559	537	613	561	555	756	813	614	556	468	7,018

Building Maintenance Net Profit/(Loss)	(492)	(493)	(559)	(537)	(613)	(561)	(555)	(756)	(813)	(614)	(556)	(468)	(7,018)
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	May	June	July	August	September	October	November	December	January	February	March	April	Total
Net	(8,257)	(7,854)	(7,920)	(7,947)	386	(3,471)	(5,095)	(9,421)	(2,287)	(6,383)	(6,116)	36,963	(27,402)

Budget 2026-2027

Account #: 210-4070-05 **Account Name/Dept:** U-Pass Distribution Commission-USSU Services

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Revenue from the commission on undergraduate and graduate U-pass distribution.	
Based on estimates given the campus environment for Spring, Fall, and Winter terms.	
Total for the year:	48,300

Account #: 210-4140-00 **Account Name/Dept:** Faxing Revenue-USSU Services

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on projections given the predicted campus environment.	
Total for the year:	32

Account #: 210-4190-00 **Account Name/Dept:** Locker Revenue-USSU Services

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on estimated usage of lockers with \$40/term rate with rentals for both terms.	
Total for the year:	1,650

Account #: 210-4205-00 **Account Name/Dept:** Notary Revenue-USSU Services

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on projected notary services for nonundergraduate students at \$30 per transaction and \$5 for GSA.	
Total in-kind \$2,580	
Total for the year:	1,980

Account #: 210-4230-00 **Account Name/Dept:** Poster Revenue-USSU Services

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on projections for posters stamped for the Arts Tunnel at \$3/poster.	
Total in-kind \$1,056 (campus group events)	
Total for the year:	600

Account #: 210-4250-10 **Account Name/Dept:** Table Rentals-Tunnel-USSU Services

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Table rentals in Place Riel tunnel for corporate clients, non profits, markets and U of S bookings	
Total in-kind \$14,125 (campus group events)	
Total for the year:	21,700

Account #: 210-5000-00 **Account Name/Dept:** Advertising Expense-USSU Services

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Advertising for Survival Calendar ad, U-pass, as well as advertising for markets.	
Total for the year:	1,900

Account #: 210-5030-00 **Account Name/Dept:** Bank Charge Expense-USSU Services

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

This is a percentage base charge for credit card sales and rental of equipment.	
Based on estimates given the predicted campus environment.	
Total for the year:	500

Account #: 210-5090-00 **Account Name/Dept:** Computer Maint. Expense-USSU Services

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per schedule #2 - Included in Admin	-
Maintenance Agreement (Filemaker) (May), Display System (Yodeck) (May)	375

Total for the year:

375

Account #: 210-5200-00 **Account Name/Dept:** Depreciation Expense-USSU Services

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per schedule #3

Total for the year:

745

Account #: 210-5240-00 **Account Name/Dept:** Equip.Maint. Expense-USSU Services

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Covers the purchase of any equipment or repairs necessary for the service desk

Total for the year:

600

Account #: 210-5270-00 **Account Name/Dept:** Fax Expense-USSU Services

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on predicted revenues and usage given the campus environment.

Total for the year:

15

Account #: 210-5385-00 **Account Name/Dept:** Locker Expense-USSU Services

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Covers purchase of replacement locks for lockers.

Total for the year:

40

Account #: 210-5430-00 **Account Name/Dept:** Office & General Expense-USSU Services

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Office supplies including printer paper, receipt paper, various other supplies and the annual Point of Sale License

Total for the year:

2,220

Account #: 210-5550-00 **Account Name/Dept:** Salaries/Wages & Benefits Exp.-USSU Services

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Salaries, Wages & Benefits including the full time position and one support person

20 hrs/week (May - Apr)

Total for the year:

87,927

Account #: 210-5630-00 **Account Name/Dept:** Telephone Expense-USSU Services

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Costs for telephone hardware and long distance.

Total for the year:

323

Expenses

Building Maintenance

Account #: 210-5350-00 **Account Name/Dept:** Janitorial Expense-USSU Services

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per Schedule #4

Total for the year:

3,157

Account #: 210-5510-00 **Account Name/Dept:** Repairs & Maint. Expense-USSU Services

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per Schedule #5 - Included in Facilities

Total for the year:

-

Account #: 210-5690-00 **Account Name/Dept:** Utilities Expense-USSU Services

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per Schedule #6

Total for the year:

3,862

Women's Centre Highlights 2026-2027

The USSU Women's Centre takes a vibrant and proactive approach to education and informs the campus community about feminist issues and issues affecting women. The USSU Women's Centre strives to provide a safe and positive environment that promotes equality and equity while recognizing and celebrating differences within our diverse and dynamic community. The centre is located in room 103 of the Memorial Union Building and offers a wide range of resources and programming for students. The centre is run by a student coordinator with support from student volunteers who are there to help students and build community.

The centre offers a variety of programming and events throughout the year including Sexual Violence Awareness Week, Who Needs Feminism, National Day of Remembrance and Action on Violence Against Women, Women in Leadership, and Pro Choice Awareness Week. The centre also hosts various ongoing centre events such as Women's Wellness, Desi Women's Discussion Night, Queer Women's Night, Women in STEM, menstrual product drives, and various other one off events. These events provide a safe space for discussion and an opportunity for students to socialize and build community.

This year's budget offers funding for all of the centre events with room for the incoming coordinator to add to the programming as they see fit. There are also sufficient budget dollars allocated for training, so that our volunteers are prepared to help students that access the centre and the services that we provide.

Jason Kovitch
Business & Services Manager

Womens Centre

Expenses

Acct	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
350-5000-00	Advertising	20	100	30	300	750	150	100	100	150	150	100	50	2,000
350-5090-00	Computer Maint	-	-	-	-	-	-	-	-	-	-	-	-	-
350-5110-00	Condoms	-	-	-	-	200	-	-	-	200	-	-	-	400
350-5120-00	Conferences	-	-	-	-	-	100	-	-	-	-	-	-	100
350-5200-00	Depreciation	6	6	6	6	6	6	6	6	6	6	6	6	75
350-5240-00	Equipment	-	-	-	-	-	-	-	-	100	-	-	-	100
350-5250-00	Events/Speakers	50	50	50	200	750	450	450	600	450	450	1,200	500	5,200
350-5350-00	Janitorial	199	200	201	198	203	200	203	199	202	201	204	201	2,410
350-5400-00	Meeting Expense	-	-	-	-	30	-	-	0	30	-	30	-	90
350-5430-00	Office & General	100	50	50	100	100	50	50	50	50	50	50	50	750
350-5510-00	Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
350-5550-00	Salaries Wages/Ben.	1,308	1,308	1,308	1,767	1,767	1,862	1,862	1,862	1,862	1,862	1,862	1,862	20,490
350-5580-00	Staff Welfare/Apprec	-	-	-	-	-	-	-	-	-	-	0	500	500
350-5600-00	Subscriptions	95	95	95	95	95	95	95	95	95	95	95	95	1,140
350-5630-00	Telephone	53	53	53	53	53	53	53	53	53	53	53	53	639
350-5640-00	Training	-	-	-	-	500	160	160	-	160	160	160	-	1,300
350-5690-00	Utilities	649	624	710	671	703	632	644	849	598	741	744	534	8,097
350-5710-00	Volunteer Appreciation	40	40	40	50	130	130	130	130	130	130	130	130	1,210
		2,520	2,526	2,543	3,441	5,287	3,889	3,753	3,943	4,087	3,898	4,633	3,981	44,501

	May	June	July	August	September	October	November	December	January	February	March	April	Total
Net	(2,520)	(2,526)	(2,543)	(3,441)	(5,287)	(3,889)	(3,753)	(3,943)	(4,087)	(3,898)	(4,633)	(3,981)	(44,501)

Budget 2026-2027

Account #: 350-5000-00 **Account Name/Dept:** Advertising Expense-Women Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Survival Calendar, social media ads for events and campaigns, and promotional materials for the Centre i.e. Buttons, discussion group and workshop advertising.	
Total for the year:	2,000

Account #: 350-5090-00 **Account Name/Dept:** Computer Maint. Expense-Women Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per Schedule #2 - Included in Admin	-
Total for the year:	-

Account #: 350-5110-00 **Account Name/Dept:** Condoms Expense-Women Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

To cover condoms, gloves, lubricant, dental dams, and internal condoms. for the year.	
Total for the year:	400

Account #: 350-5120-00 **Account Name/Dept:** Conferences Expense-Women Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Cost for Coordinator to attend relevant conferences or seminars.	
Total for the year:	100

Account #: 350-5200-00 **Account Name/Dept:** Depreciation Expense-Women Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per Schedule #3	
Total for the year:	75

Account #: 350-5240-00 **Account Name/Dept:** Equip. & Equip Maint. Expense-Women Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

To cover costs of any equipment needs for the year such as buttons.	
Total for the year:	100

Account #: 350-5250-00 **Account Name/Dept:** Events/Speakers Expense-Women Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

To pay for events and speakers that take place during the year. Includes cost of putting on Sexual Violence Awareness Week, Take Back the Night, National and Action on Violence Against Women, Women in Leadership, and Pro Choice Awareness Week, as well as discussion group costs and other events planned by the coordinator.	
Total for the year:	5,200

Account #: 350-5350-00 **Account Name/Dept:** Janitorial Expense-Women Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per Schedule #4	
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Total for the year:

2,410

Account #: 350-5400-00 **Account Name/Dept:** Meeting Expense-Women Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Meeting expense is for outreach and networking.

Total for the year:

90

Account #: 350-5430-00 **Account Name/Dept:** Office & General Expense-Women Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Office supplies including toner cartridges, filing supplies, business cards, name tags,

coffee and other supplies for the centre

Total for the year:

750

Account #: 350-5510-00 **Account Name/Dept:** Repairs & Maintenance Expense-Women Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per Schedule #5 - Included in Facilities

Total for the year:

-

Account #: 350-5550-00 **Account Name/Dept:** Salaries, Wages & Benefits Exp.-Women Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Salaries, Wages & Benefits - 39% time (15 hrs/week) for May - July.

53% time (20 hrs/week) for August through April 30.

Total for the year:

20,490

Account #: 350-5580-00 **Account Name/Dept:** Staff Welfare/Apprec. Expense-Women Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Year-end event @ \$20/volunteer (Based on 25 volunteers).

Total for the year:

500

Account #: 350-5600-00 **Account Name/Dept:** Subscriptions Expense-Women Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Yearly subscriptions including 7 shifts for scheduling and publications or resources

to be used by the centre

Total for the year:

1140

Account #: 350-5630-00 **Account Name/Dept:** Telephone Expense-Women Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Costs for telephone hardware.

Total for the year:

639

Account #: 350-5640-00 **Account Name/Dept:** Training Expense-Women Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

VOTR - Based on \$20/volunteer (25 volunteers)

500

Other training opportunities including Safetalk and MHFA.

800

Total for the year:

1,300

Account #: 350-5690-00 **Account Name/Dept:** Utilities Expense-Women Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per Schedule #6	
Total for the year:	8,097

Account #: 350-5710-00 **Account Name/Dept:** Volunteer Appreciation Expense-Women Cntr.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

USSU Gift Cards for volunteers based on points accumulated for hours volunteered.	
Total for the year:	1,210

XL Design Highlights 2026-2027

XL Print & Design is a full service print shop committed to serving students, the U of S community, and clients throughout Saskatchewan from its location on the main floor of Place Riel. XL Print & Design offers graphic design, wide format printing and colour copying and printing. Value added services offered include stapling, folding, booklet making, hole punching, laminating, mounting, and binding.

The focus with this year's budget is to retain revenues which have tapered after years of growth, while managing rising costs efficiently. The campus landscape is changing with many departments seeing cuts and having limited budgets for printing. The key will be continuing to provide excellent customer service and industry leading turnaround times. This will help strengthen our relationships with key clients including the U of S Bookstore, where we do on demand printing, and others where we meet all of their printing needs. The operation will also continue to provide vital services to students with printing for campus clubs, as well as research posters, and project printing.

On the cost side XL will be entering into a new lease on a main copier. This machine will allow for high production and will limit our service calls and downtime. The cost of the lease will reduce profitability, but some of the costs will be offset by new rates which are lower and more flexible.

Given the business levels, we will continue to ensure that the operation has the human resources needed to maintain business levels. This will include two full time staff and a student part time position.

Jason Kovitch
Business & Services Manager

XL Design

Revenue

Acct	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
360-4005-00	Banner Stands	1,169	2,037	528	273	2,642	4,204	1,130	1,605	2,067	1,644	2,804	1,011	21,114
360-4010-00	Binding Revenue	669	96	235	89	73	21	58	566	270	254	544	129	3,004
360-4060-00	Colour Copier	11,057	11,044	18,208	33,042	13,844	17,844	13,840	19,242	13,989	11,687	17,473	14,065	195,335
360-4150-00	Finishing Revenue	1,277	723	1,377	663	1,371	2,388	762	1,117	1,199	873	1,669	988	14,407
360-4170-00	Laminating Revenue	1,546	1,050	1,769	725	1,148	2,029	748	579	2,455	1,199	519	874	14,641
360-4200-00	Outsourcing Revenue	3,934	434	2,134	3,862	3,253	458	1,165	1,716	2,688	2,100	1,212	601	23,557
360-4215-00	Plotter Revenue	14,825	10,233	8,099	9,800	11,469	15,212	7,396	8,432	7,030	7,844	13,977	9,323	123,640
360-4330-00	Typesetting/Design	444	402	333	481	799	574	391	441	335	308	433	361	5,302
		34,921	26,019	32,683	48,935	34,599	42,730	25,490	33,698	30,033	25,909	38,631	27,352	401,000

Expenses

Acct	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
360-5000-00	Advertising	50	50	50	800	1,000	240	50	50	400	50	400	50	3,190
360-5030-00	Bank Charges	150	150	150	200	200	200	200	200	200	150	200	150	2,150
360-5040-00	Banner Stand	292	509	132	68	661	1,051	283	401	517	411	701	253	5,279
360-5060-00	Bindery Expense	201	29	71	27	22	6	17	170	81	76	163	39	901
360-5090-00	Computer Maint.	98	98	98	98	98	98	98	98	98	249	98	98	1,321
360-5170-10	Copier Expense - Paper	2,101	2,098	3,460	6,278	2,630	3,390	2,630	3,656	2,658	2,221	3,320	2,672	37,114
360-5170-15	Copier Expense - Service	2,543	2,540	4,188	7,600	3,184	4,104	3,183	4,426	3,217	2,688	4,019	3,235	44,927
360-5200-00	Depreciation	722	722	722	722	722	722	722	722	722	722	722	722	8,661
360-5240-00	Equip. Maint.	300	300	1,000	300	600	600	300	300	300	1,000	400	400	5,800
360-5215-00	Finance Charges	-	-	-	-	-	-	-	-	-	-	-	-	-
360-5225-00	Finishing & Mounting	-	-	-	-	-	-	-	-	-	-	-	-	-
360-5290-00	Freight	300	300	300	600	600	600	500	600	600	600	600	600	6,200
360-5355-00	Lease Operating	2,307	2,307	2,307	2,307	2,307	2,307	2,307	2,307	1,727	1,727	1,727	1,727	25,370
360-5365-00	Laminating Expense	402	273	460	189	298	528	194	151	638	312	135	227	3,807
360-5430-00	Office & General	100	200	200	200	200	200	200	1,868	200	200	200	200	3,968
360-5440-00	Outsourcing Expense	3,147	347	1,707	3,090	2,602	366	932	1,373	2,150	1,680	970	481	18,846
360-5455-00	Plotter Expense	4,151	3,070	2,430	2,940	3,441	4,564	2,219	2,530	2,109	2,353	4,193	2,797	36,796
360-5510-00	Repairs & Main.	60	60	60	60	60	60	60	60	60	60	60	60	720
360-5550-00	Salaries/Wages & Benefits	12,568	12,568	12,568	12,568	12,568	12,663	12,663	12,663	12,663	12,663	12,663	12,663	151,480
360-5630-00	Telephone	167	167	167	167	167	167	167	167	167	167	167	167	2,003
		29,659	25,788	30,068	38,212	31,360	31,866	26,724	31,740	28,507	27,328	30,737	26,540	358,531

	May	June	July	August	September	October	November	December	January	February	March	April	Total
Net	5,262	231	2,615	10,723	3,239	10,864	(1,234)	1,958	1,526	(1,419)	7,894	812	42,469

Expenses

Building Maintenance

Account	Description	May	June	July	August	September	October	November	December	January	February	March	April	Total
360-5350-00	Janitorial	922	941	966	963	1,018	949	952	984	1,013	1,025	1,021	961	11,714
360-5690-00	Utilities	911	897	1,116	1,037	1,268	1,140	1,118	1,834	2,020	1,267	1,001	780	14,389
		1,832	1,838	2,083	1,999	2,286	2,090	2,069	2,818	3,033	2,292	2,022	1,741	26,103

	May	June	July	August	September	October	November	December	January	February	March	April	Total
Building Maintenance Net Profit/(Loss)	(1,832)	(1,838)	(2,083)	(1,999)	(2,286)	(2,090)	(2,069)	(2,818)	(3,033)	(2,292)	(2,022)	(1,741)	(26,103)

	May	June	July	August	September	October	November	December	January	February	March	April	Total
Net	3,430	(1,608)	532	8,723	953	8,775	(3,304)	(860)	(1,507)	(3,711)	5,872	(929)	16,366

Budget 2026-2027

Account #: 360-4005-00 **Account Name/Dept:** Banner Stand Revenue-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on estimated sales given the predicted campus environment.

Total for the year: 21,114

Account #: 360-4010-00 **Account Name/Dept:** Binding Revenue

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on estimated sales of binding services given the predicted campus environment.

Total for the year: 3,004

Account #: 360-4060-00 **Account Name/Dept:** Color Copy Revenue-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Sales for all copying and printing based on the predicted campus environment.

Total for the year: 195,335

Account #: 360-4150-00 **Account Name/Dept:** Finishing Revenue

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Sales for all finishing services based on the predicted campus environment.

Total for the year: 14,407

Account #: 360-4170-00 **Account Name/Dept:** Laminating Revenue

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on laminating services givent the predicted campus environment.

Total for the year: 14,641

Account #: 360-4200-00 **Account Name/Dept:** Outsourcing Revenue-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Estimated billing for work that XL sends out to other printers.

Total for the year: 23,557

Account #: 360-4215-00 **Account Name/Dept:** Plotter Revenue-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Large format printing sales based on the predicted campus environent.

Total for the year: 123,640

Account #: 360-4330-00 **Account Name/Dept:** Typesetting Revenue-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Design and typesetting revenue based on the predicted campus environment.

Total for the year: 5,302

Account #: 360-5000-00 **Account Name/Dept:** Advertising Expense-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Full-page Survival Calendar, social media ads and promotional materials and

customer bags. We also cover costs for the XL manager's networking group
Total for the year: 3,190

Account #: 360-5030-00 **Account Name/Dept:** Bank Charges Expense-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

This is a percentage base charge for credit card sales and credit card terminal rental.
Total for the year: 2,150

Account #: 360-5040-00 **Account Name/Dept:** Banner Stand Expense-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

This is the cost of banner stands and materials. They are at 25% of Banner Stand sales.
Total for the year: 5,279

Account #: 360-5060-00 **Account Name/Dept:** Bindery Expense-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

This is the cost of bindery materials based on 30% of sales.
Total for the year: 901

Account #: 360-5090-00 **Account Name/Dept:** Computer Maint. Expense-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

As per Schedule #2 - Included in Admin
Adobe Creative Suite 1,170
Microsoft Office 151
Total for the year: 1,321

Account #: 360-5170-10 **Account Name/Dept:** Copier-Paper Expense-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on 19% of Colour Copier Sales.
Total for the year: 37,114

Account #: 360-5170-15 **Account Name/Dept:** Copier-Service Expense-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

This is an expense for 'click' charges on the copier.
Based on 23% of Colour Copier Sales
Total for the year: 44,927

Account #: 360-5200-00 **Account Name/Dept:** Depreciation Expense-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Per Schedule #3
Total for the year: 8,661

Account #: 360-5240-00 **Account Name/Dept:** Equip. & Equip Maint.-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Miscellaneous repairs for equipment not covered under service. This includes replacement of head cartridges, blade sharpening, and other items.
Total for the year: 5,800

Account #: 360-5215-00 **Account Name/Dept:** Finance Expense-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Finance charge on lease of Color Copier.

Total for the year:

0

Account #: 360-5225-00 **Account Name/Dept:** Finishing & Mounting Expense-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Total for the year:

0

Account #: 360-5290-00 **Account Name/Dept:** Freight- XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Freight costs on shipping our paper and other supplies.

Total for the year:

6,200

Account #: 360-5355-00 **Account Name/Dept:** Lease Operating- XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Lease costs for the Ricoh 5200 and the new Ricoh 7500. The 5100 lease ends in January

Total for the year:

25,370

Account #: 360-5365-00 **Account Name/Dept:** Laminating Expense- XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Costs for Laminating supplies used on jobs. Costs are estimated at 26% of Laminating sales.

Total for the year:

3,807

Account #: 360-5430-00 **Account Name/Dept:** Office & General Expense-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

This includes our Lightspeed point of sale license as well as debit paper, pens, paper, and general office supply items.

Total for the year:

3,968

Account #: 360-5440-00 **Account Name/Dept:** Outsourcing Expenses-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

This is a service for clients. We outsource various types of print mounting to keep customers using XL for all their print requirements. This cost is budgeted at 80% of revenue.

Total for the year:

18,846

Account #: 360-5455-00 **Account Name/Dept:** Plotter Expenses-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Based on 28% of the plotter revenue. This covers ink cartridges, paper rolls, etc.

Total for the year:

36,796

Account #: 360-5510-00 **Account Name/Dept:** Repairs & Maint. Expense-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Misc. Repairs

Total for the year:

720

Account #: 360-5550-00 **Account Name/Dept:** Salaries, Wages & Benefits Expense-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Salaries, Wages & Benefits for FT and PT employees.	
Total for the year:	151,480

Account #: 360-5630-00 **Account Name/Dept:** Telephones Expense - XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Costs for telephone hardware, long distance, and internet services.	
Total for the year:	2,003

Expenses
Building Maintenance

Account #: 360-5350-00 **Account Name/Dept:** Janitorial Expense-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

As per schedule #4	
Total for the year:	11,714

Account #: 360-5690-00 **Account Name/Dept:** Utilities Expense-XL Design

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

As per Schedule #6	
Total for the year:	14,389

Description	Interest Rate	Maturity Date	COST			Market Value	Interest Earned
			Opening Balance	Increases	Decreases		
FIXED INCOME INVESTMENTS-RBC Dominion							
Equitable Bank - GIC - Annual	3.210%	February 10, 2026				102,849.43	715
Home Trust Company - GIC - Annual	3.180%	February 10, 2026				102,822.80	708
Keb Hana Bank Canada - GIC - Annual	3.100%	February 10, 2026				102,751.78	689
SBI Canada Bank - GIC - Annual	3.300%	February 10, 2026				102,929.32	735
Fairstone Bank - GIC - Annual	3.370%	March 9, 2026				102,760.63	493
Home Equity - GIC - Annual	3.370%	March 9, 2026				102,760.63	493
ICICI Bank Canada - GIC - Annual	3.380%	March 9, 2026				102,768.82	495
Laurentian Bank - GIC - Annual	3.420%	March 9, 2026				102,801.59	501
Natl Bank of Canada - GIC - Annual	2.80%	March 9, 2026				102,293.70	408
Versa Bank - GIC - Annual	3.36%	March 12, 2026				102,706.41	463
B2B Bank - GIC - Annual	3.50%	May 26, 2026				102,100.00	3,319
Candian Tire Bank - GIC - Annual	2.75%	May 26, 2026				101,650.00	2,596
Effort Trust - GIC - Annual	3.300%	May 26, 2026				101,980.00	3,126
LBC Trust - GIC - Annual	3.500%	May 26, 2026				102,100.00	3,319
Vancity Credit Union- GIC - Annual	2.900%	May 26, 2026				101,740.00	2,740
Royal Bank of Canada - GIC - Annual	2.450%	November 19, 2026				501,409.59	5,452
Bank of Nova Scotia - GIC - Annual	2.450%	November 19, 2026				501,409.59	5,452
Royal Bank of Canada - GIC - Annual	2.450%	November 30, 2026				250,553.77	2,540
Royal Bank Mortgage Corp - GIC - Annual	2.450%	November 30, 2026				100,221.51	1,016
Royal Trust Corp - GIC - Annual	2.450%	November 30, 2026				100,221.51	1,016
Bank of Nova Scotia - GIC - Annual	2.450%	November 30, 2026				250,553.77	2,540
General Bank of CDA - GIC - Annual	3.000%	November 30, 2026				100,271.23	1,244
Montreal Trust CDA - GIC - Annual	2.450%	November 30, 2026				100,221.51	1,016
Peoples Trust - GIC - Annual	3.050%	November 30, 2026				100,275.75	1,265
			-	-	-	3,542,153.34	42,342

Managed Assets-RBC Dominion

-

MUTUAL FUNDS-RBC Dominion

Fidelity Cdn Disciplined Equity Class ISC (296)	FID 296	124,358.25
PH&N Canadian Equity Value Fund (7670)	RBF7670	33,925.64
RBC Investment Savings Account Series A (2010)	RBF 2010	1,713,951.26
		1,872,235.15

TOTAL INVESTMENTS AS OF DECEMBER 31, 2025 - RBC Dominion

5,414,388.49

Note - the Student Infrastructure Fee for future capital building projects is included in the above investments.

Note - Starting Nov 4/09 Infrastructure is invested through TD First Nations.

Date & Amount of Investment-RBC Dominion	Interest Rate	# of Days Interest is	Total Interest
*Infrastructure is with the First Nations Bank			-

Note - the Student Infrastructure fee was not invested separately from other investments so it was assumed that the interest rate would be an average of the Fixed Income investments.

Description	Interest Rate	Maturity Date	Opening Balance	Increases	Decreases	Market Value
FIXED INCOME INVESTMENTS-First Nations Bank						
First Nations Bank of Canada Long Term Non-Redeem 1-5 Years #45810	2.80%	September 4, 2026				1,075,543.47
First Nations Bank of Canada Long Term Non-Redeem 1-5 Years #46211	2.75%	November 25, 2026				1,075,980.02
First Nations Bank of Canada Long Term Non-Redeem 1-5 Years #46362	3.00%	October 16, 2026				1,070,873.08
First Nations Bank of Canada Long Term Non-Redeem 1-5 Years #46965	3.00%	October 21, 2026				824,337.59
First Nations Bank of Canada Long Term Non-Redeem 1-5 Years #47594	2.85%	April 8, 2026				990,980.00
First Nations Bank of Canada Long Term Non-Redeem 1-5 Years #47944	2.75%	November 25, 2026				937,000.00
First Nations Bank of Canada Short Term Redeem 1-365 Days #4503272	2.80%	December 14, 2026				344,699.93
First Nations Bank of Canada Short Term Redeem 1-365 Days #4680849	2.800%	June 7, 2026				945,407.96
First Nations Bank of Canada Short Term Redeem 1-365 Days #4743886	1.900%	June 21, 2026				358,899.98
First Nations Bank of Canada Short Term Redeem 1-365 Days #4798054	1.250%	January 22, 2026				100,000.00
First Nations Bank of Canada Short Term Redeem 1-365 Days #4798062	1.350%	February 21, 2026				100,000.00
First Nations Bank of Canada Short Term Redeem 1-365 Days #4798070	1.750%	March 23, 2026				300,000.00
TOTAL INVESTMENTS AS OF DECEMBER 31, 2025 First Nations Bank						8,123,722.03

**USSU 2026-2027 Budget
Computer Maintenance**

Schedule #2

	<u># of Computers</u>	<u>% of Total</u>	<u>Computer Maintenance Cost</u>
Administration	12	24.00%	-
Communications	2	4.00%	-
Facilities-Janitors	1	2.00%	-
Food Centre	1	2.00%	-
Help Centre	3	6.00%	-
Louis'	17	34.00%	-
Louis'-Entertainment	1	2.00%	-
Pride Centre	1	2.00%	-
Student Governance	4	8.00%	-
Student Services	2	4.00%	-
Student Services-Student Crew	1	2.00%	-
Women's Centre	1	2.00%	-
XL Design	4	8.00%	-
	50	100.00%	\$ -

Additional expenses will be budgeted on a department basis for any other software or support that may be required. Please refer to Budget Notes for detail of this.

***As of May 1, 2019 all computers go under Admin**

***As of May 1, 2020 IT has moved into a salary position in Admin**

	Depreciation (Note 1)	Less Capital Revenue (Note 2)	Net Depreciation Expense
Administration	10,865	-	10,865
Communications	480	(3)	477
Facilities	60,835	(50,466)	10,369
Facilities/MUB	13,120	(12,592)	528
Food Centre	77	(2)	75
Help Centre	188	(96)	91
Louis'	107,802	(89,457)	18,345
Louis'-Entertainment	950	(49)	901
Louis'-Loft	9,467	(8,823)	644
Marketing	58		58
Place Riel	484,809	(484,809)	-
Pride Centre	157	(82)	75
Student Governance	3,633	-	3,633
Student Governance-USC	943	(28)	915
Student Services-Student Crew	83	(7)	75
USSU Services	911	(167)	745
Women's Centre	187	(111)	75
XL Designs	9,229	(567)	8,661
Total	703,795	(647,261)	56,535

Notes:

1. Depreciation is an allocation of an asset's cost to reflect the use of the asset for one year as shown in the example below:

Asset cost	\$ 1,000
Expected life of the asset in years	5
Annual Depreciation Expense	<u>\$ 200</u>

Please note, the USSU uses the declining balance method of depreciation. The above example uses the straight line method for demonstration purposes only.

2. The USSU has a Campus Center Trust Fund and a Students' Union Building Trust Fund which are co-managed with the University of Saskatchewan. The investment of these funds is administered by the University. The purpose of the funds is to provide a source of funding for capital expenditures (equipment purchases, building renovations, or building construction), extraordinary operating expenses and special projects. Interest of \$30,000 is paid annually to the USSU from the Campus Center Trust Fund; interest for the Building Trust Fund is not paid out but is added to the investment balance.

Fund balances at April 30, 2009 were as follows:

Students' Union Building Trust Fund	-
Campus Center Trust Fund	-
	<hr/>
	-
	<hr/> <hr/>

The current year's capital revenue is equal to the amount of depreciation of the assets that are purchased with the funds.

The KV Loop for additional electricity to Place Riel is planned for 2005/6. This will cost the USSU \$450,000 which will be paid for from the above funds.

Depreciation

- Non-Cash expense
- Reduces the value of an asset
- Assets lose their value over time
- Must be replaced at the end of their useful life
- As a non-cash expense, depreciation lowers company's reported earnings while increasing free cash flow
- As we are a Not-for Profit depreciation has little effect on us

USSU 2026-2027 Budget

Schedule #4

Janitorial Expenses

<u>Department</u>	<u>Wages &</u>		<u>Total</u>	<u>2025 Actual YTD</u>	<u>2025 Actual YTD</u>	<u>Total</u>
	<u>Supplies</u>	<u>Benefits</u>		<u>Jan 1 - Apr 30, 2025</u>	<u>May 1 - Dec 31, 2025</u>	
				<u>Supplies</u>	<u>Supplies</u>	<u>Supplies</u>
Administration	5,523	37,893	43,416	2,136	3,124	5,260
Administration-MUB	0	283	283			0
Facilities-MUB	311	15,419	15,730	126	170	296
Facilities-Place Riel	37,438	266,490	303,928	13,705	21,949	35,655
Food Centre	377	2,676	3,053	139	220	359
Help Centre	25	1,231	1,255	10	14	24
Louis'	10,837	44,822	55,659	3,446	6,875	10,321
Pride Centre	34	1,691	1,725	14	19	32
USSU Services	415	2,742	3,157	169	226	395
Student Crew	981	6,364	7,346	410	524	935
Womens Centre	48	2,363	2,410	19	26	45
XL Design	1,498	10,216	11,714	586	841	1,427
	<u>57,487</u>	<u>392,189</u>	<u>449,677</u>	<u>20,761</u>	<u>33,988</u>	<u>54,750</u>

Janitorial supplies are based on actual from January 1 to December 31, 2025 and with a 5% increase.

Janitorial Wages are increase of 2.00% and step of 2.5% as per CUPE 1975 Contract (in Negotiations)

*As of May 1/14 Admin took over IT server room.

**USSU 2026-2027 Budget
Repairs & Maintenance**

Schedule #5

	<u>2026-2027 Budget</u>	<u>2025 Actual YTD Jan 1 - Apr 30, 2025 R & M - Building</u>	<u>2025 Actual YTD May 1 - Dec 31, 2025 R & M - Building</u>	<u>Total R & M - Building</u>
Administration	-			0
Administration-Mub	-			0
Facilities	15,152	6,717	7,058	13,775
Facilities PR (Bldg)	35,048	12,744	19,118	31,862
Facilities-MUB (Bldg)	8,193	4,273	3,175	7,448
Food Centre	-			0
Help Centre	-			0
Infrastructure-Facilities	1,650	500	1,000	1,500
Infrastructure-PR	38,486	9,979	25,009	34,988
Infrastructure-MUB	47,449	3,402	39,733	43,135
Louis'	-			0
Pride Centre	-			0
Student Crew/Safewalk	-			0
USSU Services	-			0
Womens Centre	-			0
XL Design	-			0
Total	145,978	37,614	95,094	132,708

Repairs & Maintenance expenses are based on actual from Jan 1 to Dec 31, 2025.

Increased actual expense by 10%. includes BI-yearly elevator R & M.

***As of May 1/14 Facilities took over building expenses.**

***As of May 1/14 Admin took over server room.**

USSU 2026-2027 Budget Schedule #6**Utilities Expense**

		<u>2025 Actual YTD</u>	<u>2025 Actual YTD</u>	
		<u>Jan 1 - Apr 30, 2025</u>	<u>May 1 - Dec 31, 2025</u>	<u>Total</u>
	<u>2026-2027 Budget</u>	<u>Utilities</u>	<u>Utilities</u>	<u>Utilities</u>
Administration	54,359	17,697	32,636	50,333
Administration-MUB	-			0
Facilities	376,280	123,259	225,148	348,407
Facilities-MUB	34,935	10,456	21,892	32,348
Food Centre	3,764	1,224	2,261	3,485
Help Centre	4,217	1,262	2,643	3,905
Louis'	171,654	49,506	109,434	158,939
Pride Centre	5,796	1,735	3,632	5,367
USSU Services	3,862	1,259	2,316	3,576
Student Crew	8,960	2,919	5,377	8,296
Womens Centre	8,097	2,423	5,074	7,497
XL Design	14,389	4,692	8,631	13,323
Total	<u>686,314</u>	<u>216,432</u>	<u>419,044</u>	<u>635,476</u>

Utilities expenses are based on actual from Jan 1 to Dec 31, 2025 and increased by 8%.

***As of May 1/14 Admin took over IT server room.**

***Air conditioning isn't included in the totals**

**USSU 2026-2027 Budget
Capital Purchases**

<u>Department</u>	<u>Description</u>	<u>Amount</u>
Admin	Apple Mac Mini (Filemaker Server)/Apple Care (3 years)/USB-C/HDMI Adapters	1,878.35
Exec/AGA	5-Apple MacBook Air 13"/Samsung 27" Monitor/Mosiso Case/Keyboard	12,484.10
Facilities	Rally Hurricane 21" MicroRider Automatic Scrubber	16,188.20
Louis'	Garland Canada Convection Oven	12,485.29
Louis'	Vulcan Canada Gas Fryer	2,648.94
TOTAL	Capital Budget for 2026-2027	45,684.88

**First Nations 2026-2027 Budget
Capital Purchases**

Facilities	Place Riel Loading Dock Stairwell - New Flooring	34,880.91
TOTAL	FN Capital Budget for 2026-2027	34,880.91

USSU - IT Services

Purchase:

5 MacBook Air laptops, Server Replacement, and Equipment

Purpose

Replace existing laptops for the Executive and the Academic Governance Assistant, and replace the current FileMaker server. Purchase of needed replacement equipment.

Purchase Price

5 x (MacBook Air Laptops @ \$1,436.77 + AppleCare warranty \$276.26 + Samsung 27' Monitor \$265.99 + Mosiso Case \$47.23 + Apple Keyboard \$235.18 + Apple Mouse \$97.57 + PST \$ 137.82 = \$2,496.82) = \$12,484.10

Apple Mac Mini \$1,774.67 plus PST \$103.68 = \$1,878.35

Consumable Costs

GST (5 x \$52.83) + (\$39.74) = \$303.89

Service/Maintenance/Warranty Costs

We purchase the AppleCare warranty from Apple (cost listed above) to give us a total of three years of coverage

Rational

See attached IT Plan

BUDGET - FOR THE YEAR ENDING APRIL 30, 2027

University of Saskatchewan Students' Union
Information Technology Purchase Plan
For 2026/27 Budget

Prepared by:

Scott Henderson
IT Services Manager

Background Information

Description and Motivation

This information technology purchase plan is a critical component of the success of the USSU staff and departments. Many areas of the organization are affected when computer hardware becomes obsolete or fails due to age. This becomes evident at the time of failure, when replacement costs become an unplanned expense.

Our plan continues the rejuvenation strategy for computers, AV hardware, and software, aligned with the USSU's business needs. It continues a structured, proactive, and sustainable computing plan.

Impact and Rationale

Implications for this strategy are:

- Staff morale and satisfaction increase when working with appropriate resources.
- Hardware will be able to utilize current and new software.
- Regular renewal maintains a manageable IT budget each year.
- User experience is unified for all staff when using the USSU network of computers.
- Planning for an entire year requires carefully reviewing our current systems and forecasting changes in the computer industry.
- Some pricing and system specifications may change between the budget plan and the order and implementation dates.

Goal/Objectives

The USSU adapts to the changing needs of students and the educational environment. USSU IT Services aims to ensure that computing resources are current and adequate for performing work-related tasks during the annual change of executive and centre coordinators, and that all employees using computers have access to a computer of sufficient capability to support basic computing needs and complete their responsibilities. Basic computing needs include word processing, spreadsheets, databases, electronic messaging, internet access, network file sharing and storage, and department-specific software applications.

Approach and Method

The USSU's standard procedure for replacing computer hardware is as follows:

1. Replace computers at 3-4 years
 - a. Critical business hardware
 - Servers
 - b. Primary business systems
 - Income-generating (Louis', Louis' Loft, and XL Print & Design) and advertising (Communications and Marketing)
 - c. Primary office desktops
 - Executive, senior managers, support staff
2. Replace computers at 4-5 years
 - a. Office Desktops
 - Department managers and staff
 - b. Centres
 - Coordinators
3. Replacement at 5 + years
 - a. Secondary offices
 - b. Custodial staff
 - c. Exam Computers
 - d. Monitors and printers

Apple's extended computer warranties are only available for up to three years. Therefore, primary business and critical computers should not be older than this to ensure the hardware is repairable under warranty.

Desktop computers for positions not adversely affected by short computer downtime (i.e. where staff may use other computers) can be replaced at a slightly longer interval. In some cases, these computers will be replaced with units from the three-year replacement pool (a cascading system).

Desktop computers for positions not severely affected by extended computer downtime and that do not affect regular business operations should be scheduled for replacement with computers swapped out from other locations.

Monitors and printers generally have longer viable lifespans than computers and, as such, only require replacement after four to five years. However, new monitors may be required in some cases to ensure compatibility with newer computers.

2026/27 Plans:

The following are the capital purchase recommendations following consultation with the USSU's businesses and departments.

1. Replace five computers
 - a. President
 - b. VP Academic Affairs
 - c. VP Operations & Finance
 - d. VP Student Affairs
 - e. Academic & Governance Assistant
2. Replace existing FileMaker (database) server

2026/27 Purchase Recommendations:

1. Staff Computer Replacement:

The executive and staff positions listed above are currently using Apple MacBook Airs (M1, 2020)

We will replace the current computers with new Apple MacBook Airs with the new M4 processor. We will also purchase new mice and keyboards and 27" screens for use when in their offices, as well as protective cases to prevent scratches.

Pricing Information:

- **Apple MacBook Air** \$1,399.00
- **AppleCare+** to increase the warranty to three years \$269.00
- **Samsung 27" display** for secondary screen \$259.00
- **Keyboard, mouse and case** \$369.99

Total: 5 x \$2,296.99 + GST \$114.85 + PST \$137.82 = **\$12,748.29**

The computers that are being replaced will then be cascaded to the following locations/positions:

- Social Media Coordinator
- Louis' DJ
- Staff pool for people to sign out when attending meetings/conferences and also to support activities such as election promotions, AGMs, etc.

The existing displays and keyboards/mice will be cascaded to:

- Social Media Coordinator
- Janitorial Supervisor
- Admin staff with older displays and the keyboards and mice will be used for spares and replaced as needed

2. Server Computer Replacement:

The existing computer that is running our FileMaker (database) server is a Mac mini (M1, 2020)

We will replace that computer with a new Apple Mac mini with the new M4 processor.

Pricing Information:

- **Apple Mac mini** \$1,399.00
- **AppleCare+** to increase the warranty to three years \$179.00
- **Adapter cables** (HDMI/USB-A/USB-C) \$150.00

Total: \$1,728.00 + GST \$86.40 + PST \$103.68 = **\$1,918.08**

The existing computer will be cascaded to:

- Janitorial Supervisor

3. Additional purchases:

The above cascading of equipment will require the following:

- Laptop stand for Social Media \$49.99
- Docking Stations for Louis' DJ Booth and Social Media \$29.99

Total: \$109.97 + GST \$5.50 + PST \$6.60 = **\$ 122.07**

For the 2027/28 budget year, the four computers used by our Centre Coordinators will be up for replacement, along with any other areas identified over the next year.

USSU - Facilities

Purchase:

Rally Hurricane 21" MicroRider Automatic Scrubber

Purpose

To provide the janitorial team an ergonomic piece of equipment to clean the open floor space in Place Riel.

Purchase Price

Hurricane Rally 21" MicroRider Ride On Scrubber = \$13,955.75
Contingency 10% = \$1395.00 (in case of price fluctuation)
PST = \$837.45
\$16,188.20

Consumable Costs

GST = \$697.79

Service/Maintenance/Warranty Costs

Batteries are included. Warranty is included for the following: Tank has a 10 year warranty. Labour for repairs has 1 year warranty. Wheels/Castors has 1 year warranty.

Rational

Our janitorial team has a large floor space in Place Riel to maintain. There is the entire main level with tile flooring that is washed using an auto-scrubber every day. We also have the common space in Lower Place Riel and the middle food court area. Our current machines are auto-scrubbers that the team member pushes and walks behind. The machine can get quite heavy to push when the tanks are full of water. With this microrider automatic scrubber, the team member has a chair to sit on that has sensors. One of the challenges a janitorial team can face is injury from repetitive movements, heavy lifting, etc. This machine will be easier for our team to maneuver, as it often takes 2-3 hours to run the scrubber to clean the floor. With this new machine, they will not be on their feet that entire time, pushing.

USSU - Facilities

Purchase:

Place Riel Loading Dock Stairwell - New Flooring

Purpose

To remove/demo out the old tile flooring in the Place Riel loading dock stairwell that has been there since the 80's and then replace with new flooring.

Purchase Price

a) Epoxy Flooring on main level of loading dock near elevator \$6,438.29
b) Remove all old stair treads, caps and stringers and then supply and install all landings, treads/riser caps and stringers \$19,178.26
c) Asbestos floor tile removal from landings and disposed of safely \$2,290.00
d) Contingency of \$5,000 in case of price increases, abatement issues, etc
e) PST: \$1,974.36
Total: \$ 34,880.91

Consumable Costs

GST: \$1645.33

Service/Maintenance/Warranty Costs

No costs.

Rational

The Place Riel loading dock stairwell has had no work done since that area was originally built to the best of my knowledge (beside a painting fresh a few years ago). I worked with a Contractor to have the existing floor tile tested, and it does contain a low level of asbestos. Some of the tile has been lifting and is a tripping hazard, along with a lot of wear and tear due to all of the deliveries that use that loading dock and the elevator. The old tile and stair treads would be removed, safely and following asbestos guidelines for removal, and then newer product would be installed. Near the elevator entrance, we would do an epoxy application to help protect that cement area. This small project renovation will update that area with new flooring, remove any asbestos containing old tile, and rejuvenate that area so it does not look neglected. This would fall under the Infrastructure Fee as a small renovation project, and not Capital.

USSU - Louis'

Purchase:

Garland Canada Model No. SUMG-200 Convection Oven

Purpose

Replace an older double oven that has a failed oven unit.

Purchase Price

Garland Canada Model No. SUMG-200 Convection Oven = \$10,882.35

Freight = \$950

PST = \$652.94

Total = \$12,485.29

Consumable Costs

GST = \$591.62

Service/Maintenance/Warranty Costs

U.S. Range Summit models: one (1) year limited parts and one (1) year labor. Door warranty five (5) years limited parts except window.

Rational

Louis' current double convection oven currently has only one of the two convection oven units working. After a few attempted repairs we were told by our service company that the fix would be to downgrade the current digital control panel to a manual one which runs an extremely high cost (approximately \$5000). They also suggested that based on the age of the unit it might be more economically beneficial for us to purchase a new one as older models are becoming more expensive to repair. This machine is used for both are day to day service as well as our catered events.

USSU - Louis'

Purchase:

Vulcan Canada Model No. LG400 Gas Fryer

Purpose

To add an additional deep fryer to Louis' kitchen.

Purchase Price

Vulcan Canada Model No. LG400 = \$1,499.00 plus an estimated \$1,000 for installation)

PST = \$149.94.

Total = \$2,648.94.

Consumable Costs

GST = \$74.95

Service/Maintenance/Warranty Costs

1 year limited parts & labor warranty

5 year limited fry tank warranty (NOTE: If tank fails within the first year & verified by an authorized service agency, then the entire LG fryer will be replaced)

Rational

Louis' would like to add an additional deepfryer to our kitchen. Currently we have 3 deepfryers and often times find that we run low on fryer space when preparing food for catered functions as well as day to day menu items. Adding an additional fryer would also give us the capability to have a dedicated gluten free fryer which would expand our current gluten free offerings and reduce potential contamination .