

Section 1: BUDGET - HSA OPERATIONS	ACTUAL	
	2023 (12 months)	2024 YTD (6 months)

HSA OPERATIONS BUDGET		
2023	2024	2025

\$ Variance	% Variance
2025 Budget vs 2024 Budget	2025 Budget vs 2024 Budget

Revenue:		
WorkSafeBC HSA Operations Funding	3,245,000	1,666,463
Interest Revenue	158,836	92,424
Training/Course Revenue	638,992	295,694
Other Revenue (SAFE Company Fees)	63,146	40,999
Other Revenue (list individually)	329,330	59,163
Other Revenue (List Individually)		
Other Revenue (List Individually)		
Other Revenue (List Individually)		
Other Revenue (List Individually)		
Other Revenue (List Individually)		
Other Revenue (List Individually)		
<b>Total Revenue</b>	<b>4,435,304</b>	<b>2,154,743</b>

3,245,000	3,245,000	3,245,000
12,000	12,000	24,000
184,810	247,080	230,252
60,996	64,572	64,572
<b>3,502,806</b>	<b>3,568,652</b>	<b>3,563,824</b>

0	0%
12,000	100%
-16,828	-7%
0	0%
0	-
0	-
0	-
0	-
0	-
0	-
0	-
0	-
-4,828	0%

Compensation Expense:		
Salaries	1,990,472	1,107,220
Benefits	394,566	212,777
Consultants & Contractors	1,107,018	391,486
<b>Other Expense:</b>		
Accounting & Legal Fees	16,805	1,321
Advertising & Sponsorships	13,209	10,278
Board Expenses	55,467	36,173
Building Maintenance & Repairs	21,750	12,057
Telecommunications & Freight	42,557	19,054
Conference Registration and Meeting Expenses	113,688	75,026
Furniture & Equipment	0	
Office Supplies	18,075	7,812
Property Taxes & General Insurance	24,162	14,338
Publications & materials	15,885	3,743
Rent - Office	103,698	53,158
Technology	191,762	139,735
Training - Staff	6,953	
Travel	137,851	138,926
Miscellaneous	-454,637	-314,696
<b>Total Expenses</b>	<b>3,799,281</b>	<b>1,908,408</b>

1,911,449	2,224,830	2,171,640
244,590	305,500	452,112
978,918	723,594	643,019
20,500	22,000	22,000
12,000	16,200	16,200
76,000	81,000	96,000
34,800	25,200	25,200
39,570	36,520	37,190
117,289	130,628	132,882
20,000		
12,600	19,200	16,700
24,000	28,800	28,800
97,900	52,950	31,304
101,700	104,640	105,480
190,100	197,900	195,035
9,200	11,800	10,180
185,908	185,360	202,360
-573,718	-597,470	-622,278
<b>3,502,806</b>	<b>3,568,652</b>	<b>3,563,824</b>

-53,190	-2%
146,612	48%
-80,575	-11%
0	0%
0	0%
15,000	19%
0	0%
670	2%
2,254	2%
0	-
-2,500	-13%
0	0%
-21,646	-41%
840	1%
-2,865	-1%
-1,620	-14%
17,000	9%
-24,808	4%
-4,828	0%

<b>Revenue less Expenses</b>	<b>636,023</b>	<b>246,335</b>
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<b>0</b>	<b>0</b>	<b>0</b>
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<b>0</b>	<b>-</b>
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Note: Any significant expense account (>\$50,000) included in 2025 budget and any significant variances (>20%) should be explained in Section 5 below.

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

2023	2024	2025
185,015	185,015	185,015
185,015	185,015	185,015

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

SECTION 3: TOTAL FTE COUNTS	2023					2024					2025				
	ACTUAL					BUDGET					BUDGET				
	HSA	COR	Sawmill	Pellet	Total FTE	HSA	COR	Sawmill	Pellet	Total FTE	HSA	COR	Sawmill	Pellet	Total FTE
TOTAL FTE - STAFF COUNT	17.15	15.84	1.33	0.68	35.00	17.58	14.75	1.39	0.68	34.40	16.72	16.08	1.62	0.58	35.00
TOTAL CONSULTANT/CONTRACTOR COUNT					0.00					0.00					0.00

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

c) Has the expense allocation method used in the 2025 budget changed from previous year? If it has changed, explain why.

No change.

**Section 5: EXPLANATION OF FUNDING INCREASES**

a) Provide an explanation for the funding increase over the 2024 funding amount, if applicable.

No funding increase.  
~\$27K employee salaries/benefits missing from 2024 budget and was previously included in miscellaneous. Remaining ~\$66K increase is for inflationary increases of 2.5%.  
Previously RRSP contributions were being included in Salaries instead of benefits, so the allocation in the 2025 budget has fixed this mistake.  
Publications budget has been reduced to bring more in line with actuals for the last few years.  
Contractor expenses have been reduced for the 2025 budget as some projects have been completed in 2024 or are wrapping up in 2025.

**Section 6: APPROVAL**

Approved by Organization Board Chair:



(signature)

D'Arcy Henderson

(name)

Date Approved:

October 9, 2024