



## NCRA Budget Notes 2015-16

I am happy to say that the NCRA has a balanced budget for 2015-2016, the first time in a few years. Moving forward this is an opportunity to strengthen the organization and get more projects completed. Here are some details moving forward for 2015/16 Budget year

In 2014-15 saw the beginning of our CRFC Grant EHAAT which has seen Luke join the station as a Member Training Coordinator. That grant has brought in \$100,000 with \$87,055 remaining in this year's budget to be utilized. Additional CRFC grants are to be applied for in this year under the boards supervision.

The past few years have found some challenges when it comes to sustained funding. Multiple projects have wrapped up and were a bit expensive when it comes to the bottom dollar. These project have enhanced the organization and the sector greatly and have been viewed as very worthy causes.

An increase in membership fees from 0.6% to 0.75%, plus raising minimums last year to \$100, and maximums to \$2000 have allowed the organization to stabilize. The addition of the Friends of Community Radio Program has also brought in a start to core funding.

Finally, the launch of the National Advertising Coordinator will require some additional costs, however we are well placed to deal with those for the additional support it provides across our sector.

Overall, we are very happy to have a stable and balanced budget. Moving forward provides us with opportunities of growth with reduced risk and a better ability to serve our members. There will be lots of challenges that arise financially over the next year to ten years, however the organization is excited to be able to face those with more financial stability then we have had in the past.

### Income:

**Regular membership dues:** Membership due collections have been a challenge over the past year, however with new communication and understanding of the importance of these, as well as approved increases this will leave the organization with a planed \$52,000 to carry out the core of the work needed to be completed. Fees are now at 0.75% of total revenue for our members.

**Associate membership dues:** Have been eliminated in order to o come into compliance with the new federal NFP Act, the Board has proposed eliminating this category of membership.

**Donations/FOCR:** Friends of Community Radio Project brought in a little over \$1000 in donations last year, this year's modest goal is to increase that amount to over \$1600.

**National Student Levy:** Thanks to CKUW and CJSF, this budget line ongoing source of securing funding.

**Ontario Trillium Foundation:** Although nothing is listed, the Board of Directors is exploring new opportunities for applying once again for an OTF grant.

**TRC Grant Revenue:** This grant is now complete

**PCH Bilingualism Grant:** This grant is now complete

**Summer Student Jobs:** With the change over in ED, this funding was returned with the expectation to apply for it in 2016/2017

**Exclaim!/earshot:** ! This line is for money that may come in for Exclaim!/earshot. It has been separated from NCRA funding since 2013/2014

**Interest income:** From utilizing savings account money when not needed for expenses.

## **Expenses:**

### ***Administration***

**ED Salary:** This line indicated the cost of a new ED being hired, as well as training and additional coverage of the outgoing ED

**MC Salary:** This is Luke's salary for 35 hours a week. It is covered by the CRFC grant.

**Summer student:** NA for 2015/2016

**Employer Contributions:** Projections based on our HR costs.

**Health plan benefits:** We've budgeted for health care plans for the ED and MTC Coordinator.

**Contracts and consultants:** No planned need for Contract or Consultants in 2015/2016.

**Rent:** Our rent is \$791/month. The space offers room for multiple staff members to be in the office while still being amazingly affordable for downtown Ottawa.

**Websites/webhosting:** This includes the NCRA, earshot! and any related project sites.

**Insurance:** Projecting small increase.

**Fees and registrations:** Corporations Canada filing has removed its fee, \$20 as a member of CRFC.

**Telephone:** Projecting a slight increase from last year's expenses. The more work we do, the more we use long distance and people access our toll-free line.

**Internet:** Single expenses paid for by the office at a good rate (thought considered at the low end of "high speed", allows us to do office work but not stream from our location for presentations.

**Office supplies:** Office is well stocked for the most part.

**Postage:** On par with previous year

**Printing and photocopying:** Same as above.

**Promotional materials:** Any costs will be built into grants at this time

**Translation:** We still have a credit of \$552 for this account because ARC du Canada paid us for translating one of our joint submissions to the CRTC.

**Bank charges:** On Par with previous year. The finance committee will review the changes of moving to a new bank after one year of use.

**Audit:** Projecting small increase though, with accounting help, we hope that there will be less work for the auditor, resulting in a lower bill.

**Accounting:** The ED has always done the accounting in the past but with the current level of grants, project activities and employees, it is a LOT of work. Having accountants frees the ED up to use the time for other fundraising-related activities. The hope is to reduce this as the new ED becomes confident in the accounting system in place and the needs of the auditor.

**HR/Professional development:** \$500 budgeted for new ED.

**Development Expenses:** To assist FOOCR.

### ***Conferences and meetings***

**NCRC registrations:** This is for the Board's and staff's registration at NCRC15 in Saint John.

**NCRC accommodation:** This is a projection for the Board's accommodation at NCRC 2015.

**NCRC travel:** This is a projection for the Board's travel to NCRC 2015.

**Per diems:** This is for Board and staff for NCRC and a potential in-person meeting, and equal \$15 a day, including travel days.

**Awards:** Cost for awards to winners of the national submission process.

**AGM and Chair:** We've budgeted a \$500 for these expenses but, as always, will try to spend less.

**In-person meeting:** In order for the Board to function properly, it need to meet in person at least once a year. This cost will allow it to do so to complete the tasks it is presented by the membership.

### ***Member Services***

**Stations needing assistance:** In the past this has been spent to support regulatory audits, station visits (like those to CKLN and then, Radio Ryerson), money to attend CRTC hearings, meetings with stakeholders, and work related to fighting proposed tariffs at the Copyright Board.

**Exclaim/learshot:** Balances with the income line.

**Direct project Expense Lines:** These correspond with the specific grant revenue lines, so that the expenses spent on projects don't get mixed up with NCRA operational expenses. We've ensured expenses and revenue are aligned within the correct budget years. Any differences between the revenue and the expenses is for core operational costs.

**Miscellaneous:** For unaccounted for expenses that may pop up throughout the year.