

Manitoba 
Education and Training

Schools' Finance Branch
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TURTLE MOUNTAIN SCHOOL DIVISION
P.O. BOX 280
KILLARNEY, MANITOBA R0K 1G0

FRAME BUDGET

FOR THE FISCAL YEAR ENDING JUNE 30, 2019

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2018/19 FRAME BUDGET

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**OPERATING FUND
SCHEDULE OF REVENUE AND EXPENSES**

Budget for the Year Ending June 30, 2019

Revenue

Provincial Government	7,665,666
Federal Government	-
Municipal Government - Property Tax	5,953,543
- Other	-
Other School Divisions	55,176
First Nations	-
Private Organizations and Individuals	25,590
Other Sources	20,242
	<u>13,720,217</u>

Expenses

Regular Instruction	7,669,759
Student Support Services	2,568,963
Adult Learning Centres	235,437
Community Education and Services	12,592
Divisional Administration	507,411
Instructional and Other Support Services	430,009
Transportation of Pupils	996,791
Operations and Maintenance	1,059,954
Fiscal	239,301
	<u>13,720,217</u>

Current Year Operating Surplus (Deficit)	0
Net Transfers from (to) Capital Fund	0
Net Current Year Surplus (Deficit)	<u>0</u>

**OPERATING FUND - REVENUE DETAIL
PROVINCE OF MANITOBA**

Budget for the Year Ending June 30, 2019

Funding of Schools Program

Base Support

Instructional	1,867,263	
Additional Instructional Support for Small Schools	39,806	
Sparsity	245,669	
Curricular Materials	58,140	
Information Technology	60,078	
Library Services	89,148	
Student Services	306,152	
Counselling and Guidance	80,427	
Professional Development	44,574	
Physical Education	18,250	
Occupancy	<u>585,675</u>	3,395,182

Categorical Support

Transportation	571,635	
Board and Room	-	
Special Needs: Coordinator/Clinician	104,652	
Special Needs: Level 2	210,900	
Special Needs: Level 3	63,390	
Senior Years Technology Education	33,110	
English as an Additional Language	75,500	
Indigenous Academic Achievement (included BSSIP)	27,000	
Indigenous and International Languages	1,316	
French Language Education	600	
Small Schools	74,002	
Enrolment Change	40,296	
Northern Allowance	-	
Early Childhood Development Initiative	12,592	
Literacy and Numeracy	77,520	
Education for Sustainable Development	<u>4,900</u>	1,297,413

Equalization

67,847

Additional Equalization

-

Formula Guarantee

1,004,333

Other Program Support

School Buildings Support: "D" Projects	47,280	
Technology Education Equipment Replacement	13,800	
Skills Strategy Equipment Enhancement	-	
Other Minor Capital Support	-	
Prior Year Support		
Curricular Materials	-	
School Buildings Support: "D" Projects	-	
Technology Education Equipment	-	
	<u>61,080</u>	

5,825,855

OPERATING FUND - EXPENSE BY FUNCTION AND BY OBJECT
Budget for the Year Ending June 30, 2019

FUNCTION OBJECT	100	200	300	400	500	600	700	800	900	2019	2018
	Regular Instruction	Student Support Services	Adult Learning Centres	Community Education and Services	Divisional Administration	Instructional and Pupil Support Services	Transportation	Operations and Maintenance	Fiscal	TOTALS	TOTALS
Salaries	6,319,552	2,271,816	198,504	-	332,300	227,643	503,925	406,202		10,257,942	10,116,594
Employees Benefits and Allowances	439,553	210,465	13,948	-	40,622	21,279	72,200	60,561		858,628	839,592
Services	291,471	45,910	23,910	6,000	133,989	149,734	183,639	551,391		1,386,044	1,334,657
Supplies, Materials and Minor Equipment	593,183	40,772	1,075	6,592	500	31,353	237,027	41,800		952,302	1,047,363
Short Term Loan Interest and Bank Charges									26,000	26,000	26,000
Bad Debt Expense									-	0	0
Transfers	26,000	0	0	0	0	0	0	0	(PAYROLL TAX) 213,301	239,301	231,000
TOTALS	7,669,759	2,668,863	235,437	12,592	507,411	430,009	896,791	1,059,954	239,301	13,720,217	13,695,208

OPERATING FUND - EXPENSE DETAIL: FUNCTION 100
Budget for the Year Ending June 30, 2019

REGULAR INSTRUCTION		10 ADMINISTRATION	SINGLE TRACK SCHOOLS *			80 DUAL TRACK SCHOOLS **	90 SENIOR YEARS TECHNOLOGY EDUCATION	TOTALS
			20 ENGLISH LANGUAGE	50 FRANÇAIS	70 FRENCH IMMERSION			
CODE	OBJECT \ PROGRAM							
3XX SALARIES								
320	Executive, Managerial and Supervisory	425,080					425,090	
330	Instructional - Teaching	0	5,524,303				5,524,303	
350	Instructional - Other		62,990			113,100	176,090	
360	Technical, Specialized and Service						0	
370	Secretarial, Clerical and Other	139,239					139,239	
390	Information Technology	54,830					54,830	
	Total Salaries	619,159	5,587,293	0	0	113,100	6,319,552	
4XX EMPLOYEES BENEFITS AND ALLOWANCES		56,838	375,127				439,553	
5-8XX SERVICES								
510	Professional, Technical and Specialized	1,256	31,481				32,737	
520	Communications	25,187	7,442			1,400	34,029	
540	Travel and Meetings	9,300	49,720			4,500	63,520	
560	Tuition						0	
570	Printing and Binding	27,014	1,000				28,014	
580	Insurance and Bond Premiums	190	150				340	
590	Maintenance and Repair Services		3,500				3,500	
610	Rentals	25,600	4,780				30,380	
630	Advertising	99	10,500				10,599	
640	Dues and Fees	150	1,000				1,150	
650	Professional and Staff Development	2,000					2,000	
680	Information Technology Services	9,202	76,000				85,202	
	Total Services	99,998	185,573	0	0	5,900	291,471	
7XX SUPPLIES, MATERIALS & MINOR EQUIPMENT								
710	Supplies	32,227	218,052				251,879	
740	Curricular and Media Materials		115,802			250	116,052	
760	Minor Equipment	7,300	74,487				81,787	
780	Information Technology Equipment	1,500	141,985				143,485	
	Total Supplies, Materials & Minor Equipment	41,027	550,308	0	0	1,850	593,183	
95X-99 TRANSFERS								
980	School Divisions		26,000				26,000	
980	Organizations, Individuals and Other Entities						0	
	Total Transfers	0	26,000	0	0	0	26,000	
TOTALS		817,020	6,724,299	0	0	128,440	7,669,759	

* 90% or more of enrolment is in one of the following instructional programs: English Language, Français, French Immersion.

** Includes multi-track schools.

OPERATING FUND - EXPENSE DETAIL: FUNCTION 200
Budget for the Year Ending June 30, 2019

STUDENT SUPPORT SERVICES		10	30	40	50	60	70	TOTALS
CODE	OBJECT \ PROGRAM	ADMINISTRATION /CO-ORDINATION	CLINICAL AND RELATED SERVICES	SPECIAL PLACEMENT	REGULAR PLACEMENT	RESOURCE SERVICES	COUNSELLING AND GUIDANCE	
3XX SALARIES								
320	Executive, Managerial and Supervisory	169,000						169,000
330	Instructional - Teaching					754,019	219,980	973,999
350	Instructional - Other					836,867		836,867
360	Technical, Specialized and Service							0
370	Secretarial, Clerical and Other	13,810						13,810
380	Clinician		278,140					278,140
390	Information Technology							0
	Total Salaries	182,810	278,140	0	0	1,590,888	219,980	2,271,816
4XX EMPLOYEES BENEFITS AND ALLOWANCES		14,805	18,830			161,970	14,760	210,465
5-6XX SERVICES								
510	Professional, Technical and Specialized		800			200		1,000
520	Communications	1,336	3,125			1,100		5,561
540	Travel and Meetings	6,140	11,000			14,000		31,140
560	Tuition							0
570	Printing and Binding	100	949					1,049
580	Insurance and Bond Premiums	1,150						1,150
590	Maintenance and Repair Services							0
610	Rentals							0
630	Advertising							0
640	Dues and Fees	1,800	400			100		2,400
650	Professional and Staff Development	3,810						3,810
680	Information Technology Services							0
	Total Services	14,236	16,274	0	0	15,400	0	45,910
7XX SUPPLIES, MATERIALS & MINOR EQUIPMENT								
710	Supplies	150	5,550			12,000		17,700
740	Curricular and Media Materials	300				6,795		7,095
760	Minor Equipment					1,200		1,200
780	Information Technology Equipment	2,200	1,500			11,077		14,777
	Total Supplies, Materials & Minor Equipment	2,650	7,050	0	0	31,072	0	40,772
95X-99 TRANSFERS								
960	School Divisions							0
980	Organizations, Individuals and Other Entities							0
	Total Transfers	0	0	0	0			0
TOTALS		214,601	320,294	0	0	1,799,328	234,740	2,568,983

ADULT LEARNING CENTRES		10	20	
CODE	OBJECT \ PROGRAM	ADMINISTRATION AND OTHER	INSTRUCTION	TOTALS
3XX	SALARIES			
320	Executive, Managerial and Supervisory			0
330	Instructional - Teaching		169,929	169,929
350	Instructional - Other		28,575	28,575
360	Technical, Specialized and Service			0
370	Secretarial, Clerical and Other			0
390	Information Technology			0
	Total Salaries	0	198,504	198,504
4XX	EMPLOYEES BENEFITS AND ALLOWANCES		13,948	13,948
5-6XX	SERVICES			
510	Professional, Technical and Specialized		5,000	5,000
520	Communications		1,900	1,900
530	Utility Services			0
540	Travel and Meetings		725	725
560	Tuition			0
570	Printing and Binding		1,504	1,504
580	Insurance and Bond Premiums			0
590	Maintenance and Repair Services		500	500
610	Rentals		6,300	6,300
620	Property Taxes			0
630	Advertising		150	150
640	Dues and Fees			0
650	Professional and Staff Development		5,931	5,931
680	Information Technology Services		1,900	1,900
	Total Services	0	23,910	23,910
7XX	SUPPLIES, MATERIALS & MINOR EQUIPMENT			
710	Supplies		1,075	1,075
740	Curricular and Media Materials			0
760	Minor Equipment			0
780	Information Technology Equipment			0
	Total Supplies, Materials & Minor Equipment	0	1,075	1,075
95X-99	TRANSFERS			
960	School Divisions			0
980	Organizations, Individuals and Other Entities			0
999	Recharge			0
	Total Transfers	0	0	0
TOTALS		0	235,437	235,437

OPERATING FUND - EXPENSE DETAIL: FUNCTION 400
Budget for the Year Ending June 30, 2019

COMMUNITY EDUCATION AND SERVICES		10	20	30	40	
CODE	OBJECT \ PROGRAM	CONTINUING	ENGLISH AS AN	COMMUNITY	PRE-KINDERGARTEN	TOTALS
		EDUCATION	ADDITIONAL LANGUAGE	SERVICES AND	EDUCATION	
			FOR ADULTS	RECREATION		
	3XX SALARIES					
320	Executive, Managerial and Supervisory					0
330	Instructional - Teaching					0
350	Instructional - Other					0
360	Technical, Specialized and Service					0
370	Secretarial, Clerical and Other					0
380	Clinician					0
390	Information Technology					0
	Total Salaries	0	0	0	0	0
	4XX EMPLOYEES BENEFITS AND ALLOWANCES					0
	5-6XX SERVICES					
510	Professional, Technical and Specialized					0
520	Communications					0
540	Travel and Meetings				500	500
570	Printing and Binding					0
580	Insurance and Bond Premiums					0
590	Maintenance and Repair Services					0
610	Rentals					0
630	Advertising				500	500
640	Dues and Fees					0
650	Professional and Staff Development				5,000	5,000
680	Information Technology Services					0
	Total Services	0	0	0	6,000	6,000
	7XX SUPPLIES, MATERIALS & MINOR EQUIPMENT					
710	Supplies				4,000	4,000
740	Curricular and Media Materials				2,513	2,513
760	Minor Equipment				79	79
780	Information Technology Equipment					0
	Total Supplies, Materials & Minor Equipment	0	0	0	6,592	6,592
	85X-99 TRANSFERS					
980	Organizations, Individuals and Other Entities				0	0
999	Recharge					0
	Total Transfers	0	0	0	0	0
TOTALS		0	0	0	12,592	12,592

OPERATING FUND - EXPENSE DETAIL: FUNCTION 500
Budget for the Year Ending June 30, 2019

DIVISIONAL ADMINISTRATION		10	20	30	50	
CODE	OBJECT \ PROGRAM	BOARD OF TRUSTEES	INSTRUCTIONAL MANAGEMENT & ADMINISTRATION	BUSINESS AND ADMINISTRATIVE SERVICES	MANAGEMENT INFORMATION SERVICES	TOTALS
3XX SALARIES						
310	Trustees Remuneration	17,200				17,200
320	Executive, Managerial and Supervisory		80,000	91,860		181,860
360	Technical, Specialized and Service					0
370	Secretarial, Clerical and Other		6,910	126,330		133,240
380	Information Technology					0
	Total Salaries	17,200	86,910	218,190	0	332,300
4XX EMPLOYEES BENEFITS AND ALLOWANCES		2,480	8,242	29,800		40,622
5-6XX SERVICES						
510	Professional, Technical and Specialized	7,000		16,300		23,300
520	Communications		1,000	4,000		5,000
540	Travel and Meetings	15,050	3,360	1,000		19,410
570	Printing and Binding	50		1,400		1,450
580	Insurance and Bond Premiums	100	25	23,000		23,125
580	Maintenance and Repair Services					0
610	Rentals					0
630	Advertising	100				100
640	Dues and Fees	27,100	1,550	2,350		31,000
650	Professional and Staff Development		5,129	5,475		10,604
680	Information Technology Services				20,000	20,000
	Total Services	49,400	11,064	53,625	20,000	133,889
7XX SUPPLIES, MATERIALS & MINOR EQUIPMENT						
710	Supplies	0	0	500		500
740	Curricular and Media Materials					0
780	Minor Equipment		0	0		0
780	Information Technology Equipment		0	0		0
	Total Supplies, Materials & Minor Equipment	0	0	500	0	500
85X-99 TRANSFERS						
880	School Divisions					0
880	Organizations, Individuals and Other Entities					0
899	Recharge					0
	Total Transfers	0	0	0		0
TOTALS		68,080	116,216	302,115	20,000	507,411

OPERATING FUND - EXPENSE DETAIL: FUNCTION 600
Budget for the Year Ending June 30, 2019

INSTRUCTIONAL AND OTHER SUPPORT SERVICES		05	10	20	30	80	
CODE	OBJECT \ PROGRAM	CURRICULUM CONSULTING & DEVELOPMENT ADMINISTRATION	CURRICULUM CONSULTING & DEVELOPMENT	LIBRARY / MEDIA CENTRE	PROFESSIONAL AND STAFF DEVELOPMENT	OTHER	TOTALS
3XX SALARIES							
320	Executive, Managerial and Supervisory	0	32,710				32,710
330	Instructional - Teaching			98,180	15,772		111,952
350	Instructional - Other			76,061			76,061
360	Technical, Specialized and Service						0
370	Secretarial, Clerical and Other	0	6,910				6,910
380	Information Technology						0
	Total Salaries	0	39,620	172,251	15,772	0	227,643
4XX EMPLOYEES BENEFITS AND ALLOWANCES							
5-8XX SERVICES							
510	Professional, Technical and Specialized				21,410	1,000	22,410
520	Communications	0	500	3,600			4,100
540	Travel and Meetings	0	2,500	6,200		3,500	12,200
560	Tuition					4,600	4,600
570	Printing and Binding						0
580	Insurance and Bond Premiums	0	1,000	1,800		800	3,600
590	Maintenance and Repair Services						0
610	Rentals						0
630	Advertising						0
640	Dues and Fees			150		500	650
650	Professional and Staff Development	0	1,000	7,500	80,174	3,000	101,674
680	Information Technology Services			500			500
	Total Services	0	5,000	19,750	111,584	13,400	149,734
7XX SUPPLIES, MATERIALS & MINOR EQUIPMENT							
710	Supplies			1,750		6,750	8,500
740	Curricular and Media Materials			14,153			14,153
760	Minor Equipment			500		5,500	6,000
780	Information Technology Equipment			2,700			2,700
	Total Supplies, Materials & Minor Equipment	0	0	19,103	0	12,250	31,353
85X-99 TRANSFERS							
860	School Divisions						0
880	Organizations, Individuals and Other Entities						0
	Total Transfers					0	0
TOTALS		0	48,090	228,913	127,356	25,650	430,009

OPERATING FUND - EXPENSE DETAIL: FUNCTION 700

Budget for the Year Ending June 30, 2019

TRANSPORTATION OF PUPILS		10	20	70	80	80	TOTALS
CODE	OBJECT \ PROGRAM	ADMINISTRATION	REGULAR	ALLOWANCES IN LIEU OF TRANSPORTATION	BOARDING OF STUDENTS/ DORMITORIES	FIELD TRIPS AND OTHER	
3XX SALARIES							
320	Executive, Managerial and Supervisory	50,010					50,010
350	Instructional - Other						0
360	Technical, Specialized and Service		453,915				453,915
370	Secretarial, Clerical and Other						0
380	Information Technology						0
	Total Salaries	50,010	453,915		0	0	503,925
4XX EMPLOYEES BENEFITS AND ALLOWANCES		7,460	64,740				72,200
5-6XX SERVICES							
510	Professional, Technical and Specialized		11,500				11,500
520	Communications		10,250				10,250
540	Travel and Meetings		4,250				4,250
570	Printing and Binding						0
590	Transportation of Pupils		66,589			10,955	77,544
580	Insurance and Bond Premiums	50	12,150				12,200
590	Maintenance and Repair Services		58,000				58,000
610	Rentals						0
630	Advertising		200				200
640	Dues and Fees	575	1,500				2,075
650	Professional and Staff Development	2,900	4,720				7,620
680	Information Technology Services						0
	Total Services	3,525	169,159	0	0	10,955	183,639
7XX SUPPLIES, MATERIALS & MINOR EQUIPMENT							
710	Supplies	350	1,020				1,370
740	Curricular and Media Materials		231,157				231,157
760	Minor Equipment		3,500				3,500
780	Information Technology Equipment	1,000					1,000
	Total Supplies, Materials & Minor Equipment	1,350	235,677		0	0	237,027
95X-99 TRANSFERS							
960	School Divisions						0
980	Organizations, Individuals and Other Entities						0
999	Recharge						0
	Total Transfers	0	0	0	0	0	0
TOTALS		62,345	923,491	0	0	10,955	996,791

OPERATING FUND - EXPENSE DETAIL: FUNCTION 800
Budget for the Year Ending June 30, 2019

OPERATIONS AND MAINTENANCE		10	20	50	70	80	
CODE	OBJECT \ PROGRAM	ADMINISTRATION	SCHOOL BUILDINGS MAINTENANCE	SCHOOL BUILDINGS REPAIRS AND REPLACEMENTS	OTHER BUILDINGS	GROUNDS	TOTALS
3XX	SALARIES						
320	Executive, Managerial and Supervisory	19,130					19,130
380	Technical, Specialized and Service		387,072				387,072
370	Secretarial, Clerical and Other						0
390	Information Technology						0
	Total Salaries	19,130	387,072	0	0	0	406,202
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	2,630	57,931				60,561
5-8XX	SERVICES						
510	Professional, Technical and Specialized				8,800		8,800
520	Communications		1,110				1,110
530	Utility Services		184,258		19,150		183,408
540	Travel and Meetings		3,360				3,360
570	Printing and Binding						0
580	Insurance and Bond Premiums	20	42,250				42,270
590	Maintenance and Repair Services		85,850	128,783	14,000	22,250	250,883
610	Rentals						0
620	Property Taxes		37,000		15,300		52,300
630	Advertising						0
640	Dues and Fees	460	6,100				6,560
650	Professional and Staff Development	2,700					2,700
680	Information Technology Services						0
	Total Services	3,180	339,928	128,783	57,250	22,250	551,391
7XX	SUPPLIES, MATERIALS & MINOR EQUIPMENT						
710	Supplies		26,300				26,300
740	Curricular and Media Materials						0
760	Minor Equipment		9,500			6,000	15,500
780	Information Technology Equipment						0
	Total Supplies, Materials & Minor Equipment	0	35,800	0	0	6,000	41,800
860	School Divisions						
899	Recharge						0
TOTALS		24,940	820,731	128,783	57,250	28,250	1,059,954

STUDENT ENROLMENTS (FRAME) AND TRANSPORTATION STATISTICS

ENROLMENTS BY PROGRAM	Estimated F.T.E. Enrolment September 30, 2018
REGULAR INSTRUCTION	
English Language - Single Track	921.5
Francais - Single Track	-
French Immersion - Single Track	-
Dual Track	
- English Language	-
- Francais	-
- French Immersion	-
- Other Bilingual	-
Senior Years Technology Education	<u>28.0</u>
TOTAL NUMBER OF FULL TIME EQUIVALENT K - 12 STUDENTS	<u><u>949.5</u></u>

TRANSPORTATION OF PUPILS	
TRANSPORTED STUDENTS (September 30)	511
TOTAL KILOMETERS - LOG BOOK (For the period ended June 30)	602,920
TOTAL KILOMETERS - BUS ROUTES (For the period ended June 30)	632,509
LOADED KILOMETERS (For the period ended June 30)	407,847

FULL TIME EQUIVALENT PERSONNEL EMPLOYED
For the 2018/19 Fiscal Year

CODE	OBJECT \ FUNCTION	FUNCTION 100	FUNCTION 200	FUNCTION 300	FUNCTION 400	FUNCTION 500	FUNCTION 600	FUNCTION 700	FUNCTION 800	TOTALS
320	Executive, Managerial, and Supervisory	3.41	1.10			1.80	0.30	1.00	0.20	7.61
330	Instructional - Teaching	63.89	9.70	2.00			1.50			77.09
350	Instructional - Other	2.50	34.20	1.00			2.00			39.70
360	Technical, Specialized and Service							21.63	9.21	30.84
370	Secretarial, Clerical and Other	3.45	0.43							3.88
380	Clinician		3.47							3.47
390	Information Technology	1.27								1.27
TOTALS (excluding Trustees)		74.52	48.90	3.00	0.00	1.80	3.80	22.63	9.41	163.88

510 Clinicians contracted/outsourced/private or employed by other divisions on a Full Time Equivalent basis		1.53
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310 TRUSTEES		6.00
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**CALCULATION OF ADMINISTRATION COSTS
AS A PERCENTAGE OF TOTAL EXPENSES**

Administration Costs

Divisional Administration, Function 500	507,411
Less: Liability Insurance	23,000
Administration portion of self-funded expenses (see below)	0 *
Trustee election costs	-
	<u>484,411 (A)</u>

Expense Base

Total Operating Expenses	13,720,217
Plus: Transfers to Capital	0
Less: Adult Learning Centres, Function 300	235,437
	<u>13,484,780 (B)</u>

Percentage (A) / (B)

3.59%

Maximum Allowable Percentage

3.60%

Calculation of Maximum Allowable Percentage:
 If F.T.E. Enrolment is 5,000 or over = 3.00%
 If F.T.E. Enrolment is 1,000 or less = 3.60%
 If F.T.E. Enrolment is between 1,000 and 5,000, calculated as:
 (3.00% + (5,000 – division enrolment) X 0.0001500%) to a maximum of 3.60%
 4.25% limit for Northern divisions

Self-Funded Expenses (fully offset by incremental revenues):

Foreign Student Programs

Expenses ⁽¹⁾

Instructional	-
Administration (deducted above)	-
Other:	-
.....	-
	<u>0</u>

Associated Revenue ⁽²⁾

-

Self-Administered Pension Plans

Expenses ⁽¹⁾

Administration (deducted above)	-
Other:	-
.....	-
	<u>0</u>

Associated Revenue ⁽²⁾

-

(1) Incremental costs of the program.

(2) Tuition fees from foreign students or the pension plan administration fee.