
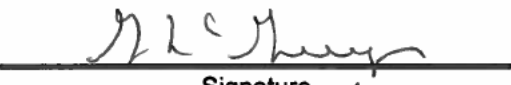
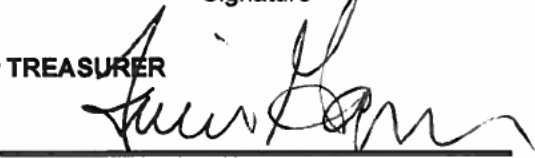


**BUDGET  
REPORT  
FOR THE YEAR ENDING AUGUST 31, 2016**

[School Act, Sections 147(2)(b) and 276]

**Fort McMurray Roman Catholic Separate School Division No. 32**  
Legal Name of School Jurisdiction

780-799-5700 / 780-799-5706 info@fmcsd.ab.ca  
Telephone & Fax Numbers, Email Address

<b>BOARD CHAIR</b>	
<u>Tracy McKinnon</u> Name	<u></u> Signature
<b>SUPERINTENDENT</b>	
<u>George McGuigan</u> Name	<u></u> Signature
<b>SECRETARY TREASURER or TREASURER</b>	
<u>Francois Gagnon</u> Name	<u></u> Signature
<b>Certified as an accurate summary of the year's budget as approved by the Board of Trustees at its meeting held on</b> <u>June 15, 2015</u> <b>.</b> Date	

Version: 150630

c.c. Alberta Education  
c/o Robert Mah, Financial Reporting & Accountability Branch  
8th Floor Commerce Place, 10155-102 Street, Edmonton AB T5J 4L5  
E-MAIL: Robert.Mah@gov.ab.ca (780-427-3855)

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Color coded cells:

	blue cells: require the input of data/descriptors wherever applicable.		grey cells: data not applicable - protected
	salmon cells: contain referenced juris. information - protected		white cells: within text boxes REQUIRE the input of points and data.
	green cells: populated based on information previously submitted		yellow cells: for Alberta Education use only

**HIGHLIGHTS, PLANS, ASSUMPTIONS AND RISKS SUMMARY- 2015/2016 BUDGET REPORT**

The following were presented to the Board and approved as underlying the budget. These key points and assumptions used in development of the budget take into consideration the economic environment of the jurisdiction, focus on anticipated changes from current year, and are realistic and consistent with the three year Education Plan. At a minimum, they disclose key budget assumptions, financial & business risks, and specific strategies explaining how this budget will support the jurisdiction's plans.

**Budget Highlights, Plans & Assumptions:**

**Planned Activities - Changes in activities, projects, programs and services**

- no significant changes in activities, projects, programs or services are planned for next school year
- this will be the second year of operation for St. Kateri School bringing more stability for staff and student given the late opening of the school in 2014/16
- the transportation option for the South Elementary Hockey Academy Program was terminated. The program is now only offered to students registered at Good Shepherd School.

**Assumptions**

**Student Enrolment**

- Enrolment in ECS is projected to decrease by 25 children as reported by Schools.
- Enrolment for student in grade 1-9 is projected to increase by 3.6 %.
- 1,700 fewer funded credits (CEU) are projected for next year as the Summer School moves back to the FMPSD for the next 5 years rotation

**Key Expense Categories**

**Salaries and Benefits**

- Salaries and benefits costs increasing by 5.3 % compared to projected actual for the current year (2014/15)
- Budgeted for a total of 351 certificated (teachers) and 318 non-certificated staff for a total of 663 Full Time Equivalent Staff (FTE). This represents a small increase of six (6) staff compared to current year.
- Also includes additional expenses related to negotiated salary increases and lump sum payment (2% + 1 %) and for an anticipated increase in the average cost of 3% due to grid movement. )

**Utilities**

- District will start purchasing electricity from Bull Creek Wind Power Project in January 2015. Total electricity cost for the year is expected to increase by 5% due to consumption St. Kateri School for the full year (only occupied space for half the year in 2014/15).
- A new student-lead energy reduction incentive program is planned for the school year to reduce total consumption throughout the District
- No significant changes are expected in Natural Gas costs unless the winter is colder than usual. Through the AB Schools Commodities Purchasing Consortia, we also purchased hedges at competitive rates for about 50% of our natural gas winter consumption to protect us from natural gas price volatility.

**Supplies, Equipment, Professional and Contracted Services**

- Overall costs for supplies, equipment, professional and contracted services is budget to increase by 4% due to increase services and growth

**Budget Variance compared to Fall Update 2014/2015**

For more than a decade, the Fort McMurray Catholic Board of Education has endeavoured to minimize its administrative support and management costs to direct as much funding as possible to classroom instruction and support. For 2015/2016, we are continuing in our efforts to improve our practices and procedures to be as efficient as possible. This will result in additional cost savings to cover some of the funding shortfall in covering all anticipated cost increases.

The 2015/2016 budget is presenting a break-even scenario that will protect classroom instruction and allow the Board to continue to grow and improve the quality of education for our students.

**Significant Business and Financial Risks:**

The most significant business and financial risks are the possible decline in enrolment and future funding reductions resulting from the lower oil prices and the cancellation or delay of new project in the Oil Sands.

**BUDGETED STATEMENT OF OPERATIONS**  
for the Year Ending August 31

	<b>Approved Budget 2015/2016</b>	<b>Fall Budget Update 2014/2015</b>	<b>Actual 2013/2014</b>
<b>REVENUES</b>			
Alberta Education	\$74,200,000	\$70,385,000	\$68,335,565
Other - Government of Alberta	\$710,000	\$850,000	\$847,358
Federal Government and First Nations	\$610,000	\$535,000	\$535,388
Other Alberta school authorities	\$0	\$0	\$0
Out of province authorities	\$0	\$0	\$0
Alberta Municipalities-special tax levies		\$0	\$0
Property taxes	\$1,900,000	\$1,898,000	\$1,709,435
Fees	\$1,375,000	\$1,144,000	\$1,071,461
Other sales and services	\$1,750,000	\$1,665,000	\$1,738,343
Investment income	\$210,000	\$220,000	\$221,078
Gifts and donations	\$1,250,000	\$1,800,000	\$1,814,985
Rental of facilities	\$490,000	\$575,000	\$573,611
Fundraising	\$480,000	\$530,000	\$529,304
Gains on disposal of capital assets	\$0	\$0	\$0
Other revenue	\$25,000	\$60,000	\$500,197
<b>TOTAL REVENUES</b>	<b>\$83,000,000</b>	<b>\$79,662,000</b>	<b>\$77,876,725</b>
<b>EXPENSES</b>			
Instruction - Early Childhood Services	\$6,746,000	\$0	\$0
Instruction - Grades 1-12	\$59,359,000	\$62,544,000	\$57,542,133
Plant operations & maintenance	\$10,225,000	\$9,620,000	\$9,338,894
Transportation	\$1,610,000	\$1,745,000	\$1,677,866
Administration	\$2,470,000	\$2,615,000	\$2,538,154
External Services	\$2,590,000	\$2,305,000	\$2,113,785
<b>TOTAL EXPENSES</b>	<b>\$83,000,000</b>	<b>\$78,829,000</b>	<b>\$73,210,832</b>
<b>ANNUAL SURPLUS (DEFICIT)</b>	<b>\$0</b>	<b>\$833,000</b>	<b>\$4,665,893</b>

**BUDGETED ALLOCATION OF EXPENSES (BY OBJECT)**  
for the Year Ending August 31

	<b>Approved Budget 2015/2016</b>	<b>Fall Budget Update 2014/2015</b>	<b>Actual 2013/2014</b>
<b>EXPENSES</b>			
Certificated salaries	\$37,350,000	\$35,100,000	\$31,945,712
Certificated benefits	\$7,700,000	\$7,150,000	\$6,500,312
Non-certificated salaries and wages	\$15,990,000	\$15,760,000	\$14,831,212
Non-certificated benefits	\$2,800,000	\$2,735,000	\$2,576,554
Services, contracts, and supplies	\$13,191,862	\$13,265,000	\$12,634,001
<b>Capital and debt services</b>			
<b>Amortization of capital assets</b>			
supported	\$4,050,000	\$3,500,000	\$3,456,086
unsupported	\$1,850,000	\$1,225,000	\$1,166,767
<b>Interest on capital debt</b>			
supported	\$29,138	\$38,900	\$48,564
unsupported	\$0	\$0	\$0
<b>Other interest and finance charges</b>	\$39,000	\$55,100	\$51,624
<b>Losses on disposal of capital assets</b>	\$0	\$0	\$0
<b>Other expense</b>	\$0	\$0	\$0
<b>TOTAL EXPENSES</b>	<b>\$83,000,000</b>	<b>\$78,829,000</b>	<b>\$73,210,832</b>

**BUDGETED SCHEDULE OF FEE REVENUE**  
for the Year Ending August 31

	Approved Budget 2015/2016	Fall Budget Update 2014/2015	Actual 2013/2014
<b>FEES</b>			
Transportation fees	\$315,000	\$300,000	\$303,942
Basic instruction supplies, text book rental, material fees	\$430,900	\$371,500	\$414,774
Technology user fees	\$0	\$0	\$0
Alternative program fees	\$0	\$0	\$0
Fees for optional courses	\$210,000	\$105,000	\$106,520
Fees for students from other boards	\$0	\$0	\$0
Tuition fees (international & out of province)	\$30,000	\$0	\$0
Kindergarten & preschool	\$219,100	\$197,500	\$74,400
Extracurricular fees	\$170,000	\$170,000	\$171,825
Field trips	\$0	\$0	\$0
Lunch supervision fees	\$0	\$0	\$0
Other (describe)*	\$0	\$0	\$0
Other (describe)	\$0	\$0	\$0
Other (describe)	\$0	\$0	\$0
Other (describe)	\$0	\$0	\$0
Other (describe)	\$0	\$0	\$0
<b>TOTAL FEES</b>	\$1,375,000	\$1,144,000	\$1,071,461

\*PLEASE DO NOT USE "SCHOOL GENERATED FUNDS" AS A CATEGORY

Please disclose amounts paid by parents of students that are recorded as "Other sales and services" or "Other revenue" (rather than fee revenue):	Approved Budget 2015/2016
Optional non-study programs	\$0
Optional extracurricular participation	\$0
Student travel	\$0
Sales or rentals of other supplies/services	\$0
Other (describe)	\$0
Other (describe)	\$0
Other (describe)	\$0
Other (describe)	\$0
Other (describe)	\$0
<b>TOTAL</b>	\$0

**PROJECTED SCHEDULE OF CHANGES IN ACCUMULATED OPERATING SURPLUS (SUMMARY)  
for the Year Ending August 31**

	(1)	(2)	(3)	(4)	(5)	(6)	(7)
	ACCUMULATED OPERATING SURPLUS (2+3+4+7)	INVESTMENT IN TANGIBLE CAPITAL ASSETS	ENDOWMENTS	ACCUMULATED SURPLUS FROM OPERATIONS (5+6)	UNRESTRICTED SURPLUS	INTERNALLY RESTRICTED	
						OPERATING RESERVES	CAPITAL RESERVES
<b>Actual balances per AFS at August 31, 2014</b>	\$27,172,368	\$11,345,335	\$0	\$9,156,643	\$5,104,167	\$4,052,476	\$6,670,390
<b>2014/2015 Estimated impact to AOS for:</b>							
Prior period adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated surplus(deficit)	\$2,800,000			\$2,800,000	\$2,800,000		
Estimated Board funded capital asset additions		\$1,965,000		\$0	\$0	\$0	(\$1,965,000)
Estimated Disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0		\$0
Estimated amortization of capital assets (expense)		(\$4,049,006)		\$4,049,006	\$4,049,006		
Estimated capital revenue recognized - Alberta Education		\$2,845,000		(\$2,845,000)	(\$2,845,000)		
Estimated capital revenue recognized - Other GOA		\$0		\$0	\$0		
Estimated capital revenue recognized - Other sources		\$615,000		(\$615,000)	(\$615,000)		
Estimated changes in Endowments	\$0		\$0	\$0	\$0		
Estimated Unsupported debt principal repayment		\$0		\$0	\$0		
Estimated reserve transfers (net)				(\$2,115,000)	(\$2,115,000)	\$0	\$2,115,000
Estimated Assumptions/Transfers of Operations (Explain)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Estimated Balances for August 31, 2015</b>	\$29,972,368	\$12,721,329	\$0	\$10,430,649	\$6,378,173	\$4,052,476	\$6,820,390
<b>2015/2016 Budget projections for:</b>							
Budgeted surplus(deficit)	\$0			\$0	\$0		
Projected Board funded capital asset additions		\$1,600,000		\$0	\$0	\$0	(\$1,600,000)
Budgeted Disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0		\$0
Budgeted Amortization of capital assets (expense)		(\$5,900,000)		\$5,900,000	\$5,900,000		
Budgeted capital revenue recognized - Alberta Education		\$3,435,000		(\$3,435,000)	(\$3,435,000)		
Budgeted capital revenue recognized - Other GOA		\$0		\$0	\$0		
Budgeted capital revenue recognized - Other sources		\$615,000		(\$615,000)	(\$615,000)		
Budgeted changes in Endowments	\$0		\$0	\$0	\$0		
Budgeted Unsupported debt principal repayment		\$0		\$0	\$0		
Projected reserve transfers (net)				(\$1,850,000)	(\$1,850,000)	\$0	\$1,850,000
Projected Assumptions/Transfers of Operations (Explain)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Projected Balances for August 31, 2016</b>	\$29,972,368	\$12,471,329	\$0	\$10,430,649	\$6,378,173	\$4,052,476	\$7,070,390

**ANTICIPATED CHANGES IN ACCUMULATED OPERATING SURPLUS SUMMARY- 2014/2015 BUDGET REPORT**

The following explains the anticipated changes to each component of the Accumulated Operating Surplus for 2014/2015 and provides detail on planned additions to unsupported capital. Additional space is provided on Page 6. The anticipated use of Unrestricted Surplus and Operating Reserves for 2015/2016 should be explained on Page 9 and detailed on 10 by cost object and program.

**Reason for expected changes in Investment in Tangible Capital Assets and Endowments as well as intended uses of Operating and Capital Reserves:  
2014/2015 (Additional space provided on the next page)**

Reasons for changes in Investment in Tangible Capital Assets (i.e. supported tangible capital asset acquisitions or material dispositions):

**ANTICIPATED CHANGES IN ACCUMULATED OPERATING SURPLUS  
for the Year Ending August 31**

The following explains the anticipated changes to each component of AOS for 2014/2015 and 2015/2016 and provides detail on the planned additions to unsupported capital. The anticipated us of Unrestricted Surplus and Operating Reserves should be explained on Page 9 and detailed on Page 10.

**Reason for expected changes in Investment in Tangible Capital Assets and Endowments as well as the intended uses of the balances remaining for Unrestricted Surplus, Operating Reserves and Capital Reserves as at August 31, 2016.**

**2014/2015**

Reasons for changes in Investment in Tangible Capital Assets (i.e. supported tangible capital asset acquisitions or material dispositions):

The following capital expenditures were approved by the Board for the current year and will impact the balance of Tangible Capital Assets and Capital Reserves:

Building Construction & Modernization:	\$ 200,000
Equipment (Adaptive Education & Custodial)	70,000
Vehicle (Custodial):	30,000
Information Technology:	<u>1,700,000</u>
<b>Total Board Funded Capital Expenses:</b>	<b><u>\$ 2,000,000</u></b>

Other information related to changes in AOS for the 2014/2015 budget year:

**2015/2016**

Reasons for changes in Investment in Tangible Capital Assets (i.e. supported tangible capital asset acquisitions or material dispositions):

The following Board Funded Capital expenditures are budgeted for 2015/2016:

Building Construction & Modernization:	\$ 300,000
Equipment	100,000
Vehicle (Custodial):	30,000
Information Technology:	<u>1,670,000</u>
<b>Total Board Funded Capital Expenses:</b>	<b><u>\$ 2,100,000</u></b>

**Planned Uses for remaining Unrestricted Surplus, Operating Reserves, and Capital Reserves (including time frame) after August 31, 2016:**

**Adjusted Accumulated Operating Surplus (AOS)**

Includes Unrestricted Surplus and Operation Reserves less School Generated Funds  
Projected Balance as of August 31, 2016: \$ 9.3 M

The Board intends to maintain a balance equivalent to support 20 days of operations equivalent to \$ 6.5 M. The remaining funds will be expended of various school initiatives over the next 5 years.

**Capital Reserves**

Capital Reserves includes the following

**Schools:** \$ 2.3 M to replace, upgrade, modernize infrastructure and evergreen IT and other equipment used for instruction

**O&M:** \$2.5 M for building upgrades and contingencies not funded through IMR, to replace vehicles and new combined District Office and maintenance building

**System Admin:** \$ 2.4 M for new combined District Office and Maintenance Building to be built in collaboration with Parish. Due to uncertainty of Downtown Arena Plan, the rezoning and possible expropriation of District Office Land, the project was delayed for a few year. Completion date of project is now set for 2019/2020.

**External Services:** \$ 318 K. As per the funding agreement of the Suncor Energy Centre for Performing Arts (SECPA) with the Regional Municipality, the District is obligated to build a capital reserve fund to ensure evergreening of Theatre Equipment that was purchased in 2011. The capital reserve fund is replenished solely from operating surplus generated from the use of the SECPA. The

Annual expenses from Capital Reserves is expected to be between \$1.5 - \$2.0 M per year.

District Policy for replenishing the Capital Reserve is to transfer back to Capital Reserve an amount equivalent to the unsupported amortization expenses for the respective asset classification.

**PROJECTED STUDENT STATISTICS  
FULL TIME EQUIVALENT (FTE) ENROLLED STUDENTS**

	Budgeted 2015/2016 (Note 2)	Actual 2014/2015	Actual 2013/2014	Notes
<b>GRADES 1 TO 12</b>				
<b>Eligible Funded Students:</b>				
Grades 1 to 9	3,832	3,697	3,446	Head count
Grades 10 to 12	1,114	1,163	1,036	Note 3
Total	4,946	4,860	4,482	Grades 1-12 students eligible for base instruction funding from Alberta Education.
Percentage Change	1.8%	8.4%		
<b>Other Students:</b>				
Total	36	36	38	Note 4
<b>Total Net Enrolled Students</b>				
	4,982	4,896	4,520	
<b>Home Ed and Blended Program Students</b>				
	-	-	-	Note 5
<b>Total Enrolled Students, Grades 1-12</b>				
	4,982	4,896	4,520	
Percentage Change	1.8%	8.3%		
<b>Of the Eligible Funded Students:</b>				
Severely Disabled Students served	190	188	174	Total eligible funded severely disabled student FTEs; including Code 40s (excluding Code 47s).

**EARLY CHILDHOOD SERVICES (ECS)**

<b>Eligible Funded Children</b>	923	972	937	ECS children eligible for ECS base instruction funding from Alberta Education.
<b>Other Children</b>	130	127	137	ECS children not eligible for ECS base instruction funding from Alberta Education.
<b>Total Enrolled Children - ECS</b>	1,053	1,099	1,074	
<b>Program Hours</b>	475	475	475	Minimum: 475 Hours
<b>FTE Ratio</b>	0.500	0.500	0.500	Actual hours divided by 950
<b>FTE's Enrolled, ECS</b>	527	550	537	
Percentage Change	-4.2%	2.3%		
<b>Of the Eligible Funded Children:</b>				
Severely Disabled Children served	175	173	157	Total eligible funded severely disabled children FTEs, including Code 40 children in program units.

**NOTES:**

- 1) Enrolment is to be completed WHEREVER APPLICABLE and are 'as at September 30th' for each year.
- 2) Budgeted enrolment is to be based on best information available at time of the 2014/2015 budget report preparation.
- 3) The # of FTE grade 10-12 students is determined by taking the total # of students' credits / 35; where 35 CEU's = 1 FTE.
- 4) Other Grade 1-12 students that are not eligible for base instruction funding from Alberta Education include First Nations students living on reserves for which tuition fee payments are made from Band or INAC (Code 330), students younger than 5 1/2 or older than 20, and out-of-province and foreign students.
- 5) Because they are funded separately, Home Education students are not included with total net enrolled students. In the blended program, funding per student is pro-rated on the percentage of the student's program which is taken at school and at home; home education students are assigned a weighting of 0.25 FTE for base funding.

**PROJECTED STAFFING STATISTICS  
FULL TIME EQUIVALENT (FTE) PERSONNEL**

	<b>Budgeted 2015/2016</b>	<b>Actual 2014/2015</b>	<b>Fall Budget 2014/2015</b>	<b>Actual 2013/2014</b>	<b>Notes</b>
<b>CERTIFICATED STAFF</b>					
School Based	345.0	336.0	340.0	312.0	Teacher certification required for performing functions at the school level.
Non-School Based	6.0	6.0	3.0	3.0	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	351.0	342.0	343.0	315.0	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
<i>Explanation required where change unrelated to enrolment</i>	2.6%	8.6%	8.9%		
<i>Percentage change from Fall Budget</i>	2.3%				
Is an average standard cost used to derive certificated salaries?	<input type="text" value="No"/>				
If an average standard cost is used, please disclose rate:	<input type="text" value="N/A"/>				
<b>Explanation of Changes:</b>					
<b>NON-CERTIFICATED STAFF</b>					
Instructional	238.0	240.0	204.0	210.0	Personnel providing instruction support for schools under 'Instruction' program areas.
Plant Operations & Maintenance	42.0	43.0	-	-	Personnel providing support to maintain school facilities
Transportation	-	1.0	-	-	Personnel providing direct support to the transportation of students to and from school
Other Non-Instructional	38.0	37.0	95.0	64.0	Personnel in Board & System Admin. and External service areas.
Total Non-Certificated Staff FTE	318.0	321.0	299.0	274.0	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	-0.9%	17.2%	9.1%		
<i>Percentage change from Fall Budget</i>	6.4%				
<b>Explanation of Changes:</b>					
<b>Additional Information</b>					
Are non-certificated staff subject to a collective agreement?	<input type="text" value="Yes"/>				
Please provide terms of contract for 2015/16 and future years for non-certificated staff subject to a collective agreement along with the number of qualifying staff FTE's.					



**UTILIZATION OF ACCUMULATED SURPLUS FROM OPERATIONS  
for the Year Ending August 31**

**Where boards anticipate a decline in Accumulated Surplus in Operations on Page 5 (AOS) during the 2015/16 school year, please identify the justification for the use of these reserves. Document each cost on Page 10 (ASO Use), "Detailed Breakdown for the Budgeted Utilization of Accumulated Surplus from Operations for the Year Ended August 31, 2016."**

**DETAILED BREAKDOWN FOR THE BUDGETED UTILIZATION OF ACCUMULATED SURPLUS FROM OPERATIONS  
for the Year Ending August 31, 2016**

					<b>Expected Cost</b>	
1	Explanation	Recurring? <sup>1</sup>	Capital? <sup>2</sup>	Program <sup>3</sup>	Object <sup>4</sup>	
1						\$0
2						\$0
3						\$0
4						\$0
5						\$0
6						\$0
7						\$0
8						\$0
9						\$0
10						\$0
11						\$0
12						\$0
13						\$0
14						\$0
15						\$0
16						\$0
17						\$0
18						\$0
19						\$0
20						\$0
21						\$0
22						\$0
23						\$0
24						\$0
25						\$0
<b>Use Of A.S.O. for Budget Year 2015/2016</b>						\$0
<b>Unexplained Reduction of A.S.O. (Cannot be more than \$10,000)</b>						#VALUE!
1. Use drop-down menu: If expense is recurring, indicate how the project will be funded in the future.						#VALUE!
2. Use drop-down menu: Capital items should be funded through capital reserves, if available.						
3. Use drop-down menu: If expenditure represents an "Operating" expense, indicate to which Program this item was included on the Budgeted Statement of Operations.						
4. Use drop-down menu: If expenditure represents an "Operating" expense, indicate to which Expenditure Object this item was included on the Budgeted Allocation of Expenses (by Object).						