



Budget Estimates: FY2022 (for approval), FY2023 and FY2024 (for information)

PREPARED BY: IPHC SECRETARIAT (D. WILSON, K. JERNIGAN, N.WILSON; 24 DECEMBER 2020)

PURPOSE

To provide the FAC with the budget estimates for FY2022 (1 October 2021 to 30 September 2022) for recommendation to the Commission (for approval), and for FY2023 and FY2024 (for information) (1 October 2022 to 30 September 2023, & 1 October 2023 to 30 September 2024, respectively).

BACKGROUND

In accordance with Regulation 5, para. 3, of the IPHC Financial Regulations (2020) (shown below), the next three (3) fiscal years consist of FY2022, FY2023, and FY2024, noting that we are at the end of the 1st quarter of FY2021.

*(Para. 3) “The Executive Director shall prepare and submit to the FAC, Contracting Parties, and Commissioners, no later than **30 days before** the FAC meeting, budget estimates for the next three fiscal years.”*

PROPOSED EXPENDITURES FOR THE FY2022, FY2023 AND FY2024 BUDGETS (US\$)

FY2022 INCOME AND EXPENSES – The IPHC budget for FY2022 is proposed at [Appendix I](#).

The contributions include a 5% increase from FY2021 for both Contracting Parties to US\$4,365,648 and US\$945,427 respectively.

Income (and expenses) for the IPHC Fishery-Independent Setline Survey (FISS) are based on the design recommended at the 9th Special Session of the Commission (SS09). Following the AM097, the budget will be further updated and proposed to the Commission for adoption intersessionally.

Other general cost assumptions include increases in salaries (based on cost of living and step increases) and health care costs ([Appendix I](#)).

FY2023 AND FY2024 INCOME AND EXPENSES – The IPHC provisional budgets for FY2023 and FY2024 ([Appendix II](#)) are based on a 5% increase in general contributions for Canada and U.S.A. to cover expected matching increases in cost in salaries (based on cost of living and step increases) and an increase in health care costs.

RECOMMENDATION/S

That the FAC:

- 1) **NOTE** paper IPHC-2021-FAC097-07 which provided the FAC with the budget estimates for FY2022 (1 October 2021 to 30 September 2022) for recommendation to the Commission, and for FY2023 and FY2024 (for information) (1 October 2022 to 30 September 2023, & 1 October 2023 to 30 September 2024, respectively).

- 2) **RECOMMEND** the Commission **ADOPT** the FY2022 budget (1 October 2021 to 30 September 2022), and **NOTE** the tentative budgets for FY2023 (1 October 2022 to 30 September 2023) and FY2024 (1 October 2023 to 30 September 2024), as detailed in [Appendix I](#) and [Appendix II](#), respectively.

APPENDICES

[Appendix I](#): FY2022 Financial Budget – Proposed

[Appendix II](#): FY2023 & FY2024 Financial Budgets – Tentative

Appendix I FY2022 Financial Budget – Proposed

		FY2022				
		10 - General	30 - Statistics	20 - Research	40 - FISS	Total
Account Number	Account Name					
Income						
40000	Contracting Party Contributions					
40000.01	Canada	\$ 945,427.35	\$ -	\$ -	\$ -	\$ 945,427.35
40000.02	United States of America	\$ 4,365,648.00	\$ -	\$ -	\$ -	\$ 4,365,648.00
	Total 40000 - Contracting Party Contributions	\$ 5,311,075.35	\$ -	\$ -	\$ -	\$ 5,311,075.35
40050	IFC Pension	\$ -	\$ -	\$ -	\$ -	\$ -
40050.01	IFC Pension - Canada	\$ 111,250.00	\$ -	\$ -	\$ -	\$ 111,250.00
40050.02	IFC Pension - United States of America	\$ 139,424.00	\$ -	\$ -	\$ -	\$ 139,424.00
	Total 40050 - IFC Pension	\$ 250,674.00	\$ -	\$ -	\$ -	\$ 250,674.00
40055	Headquarters (Lease & Maintenance)	\$ 475,000.00	\$ -	\$ -	\$ -	\$ 475,000.00
40060	Other Income	\$ -	\$ -	\$ -	\$ -	\$ -
40100	Grants, Contracts & Agreements	\$ -	\$ 559,975.00	\$ 87,809.40	\$ 48,720.00	\$ 696,504.40
40200	Interest Income	\$ -	\$ -	\$ -	\$ 11,550.00	\$ 11,550.00
40200.01	Bank Interest	\$ -	\$ -	\$ -	\$ -	\$ -
40200.02	CD Interest	\$ -	\$ -	\$ -	\$ -	\$ -
	Total 40200 - Interest Income	\$ 475,000.00	\$ 559,975.00	\$ 87,809.40	\$ 60,270.00	\$ 1,183,054.40
40350	Fish Sales	\$ -	\$ -	\$ -	\$ -	\$ -
40350.01	Fish Sales - Pacific Halibut	\$ -	\$ -	\$ -	\$ 5,471,025.00	\$ 5,471,025.00
40350.02	Fish Sales - Byproduct	\$ -	\$ -	\$ -	\$ 58,800.00	\$ 58,800.00
	Total 40350 - Fish Sales	\$ -	\$ -	\$ -	\$ 5,529,825.00	\$ 5,529,825.00
	Total Income	\$ 6,036,749.35	\$ 559,975.00	\$ 87,809.40	\$ 5,590,095.00	\$ 12,274,628.75

		FY2022				
		10 - General	30 - Statistics	20 - Research	40 - FISS	Total
Account Number	Account Name					
Expense						
		\$ -	\$ -	\$ -	\$ -	\$ -
Personnel Expenses						
		\$ -	\$ -	\$ -	\$ -	\$ -
50000	Salaries & Wages	\$ 3,085,442.85	\$ 668,115.00	\$ 33,075.00	\$ 478,584.75	\$ 4,265,217.60
50100	Benefits	\$ 1,382,459.40	\$ 199,552.50	\$ 13,230.00	\$ 14,837.55	\$ 1,610,079.45
50100.09	Medical Reimbursement - Retiree	\$ 102,217.50	\$ -	\$ -	\$ -	\$ 102,217.50
50200	Training & Education	\$ 4,200.00	\$ 22,050.00	\$ -	\$ 54,600.00	\$ 80,850.00
50300	Personnel Related Expenses	\$ -	\$ 10,001.00	\$ -	\$ 36,376.20	\$ 46,377.20
50300.01	Scholarship Awards	\$ 8,000.00	\$ -	\$ -	\$ -	\$ 8,000.00
	Total Personnel Expenses	\$ 4,582,319.75	\$ 899,718.50	\$ 46,305.00	\$ 584,398.50	\$ 6,112,741.75
Operational Expenses						
		\$ -	\$ -	\$ -	\$ -	\$ -
51000	Publications	\$ -	\$ 15,435.00	\$ 301.00	\$ -	\$ 15,736.00
51100	Mailing and Shipping	\$ 6,930.00	\$ 8,820.00	\$ -	\$ 79,800.00	\$ 95,550.00
51200	Travel	\$ 73,027.50	\$ 18,742.50	\$ 13,230.00	\$ 117,516.00	\$ 222,516.00
51300	Meeting and Conference Expenses	\$ 109,200.00	\$ -	\$ -	\$ -	\$ 109,200.00
51400	Technology	\$ 157,500.00	\$ -	\$ -	\$ -	\$ 157,500.00
	Total Operational Expenses	\$ 346,657.50	\$ 42,997.50	\$ 13,531.00	\$ 197,316.00	\$ 600,502.00
Fees and Contract Expenses						
		\$ -	\$ -	\$ -	\$ -	\$ -
52000	Professional Fees	\$ 141,487.50	\$ -	\$ -	\$ -	\$ 141,487.50
52200	Other Fees and Charges	\$ -	\$ -	\$ -	\$ 590,965.20	\$ 590,965.20
52300	Leases and Contracts	\$ 229,790.40	\$ 40,792.50	\$ 122,928.75	\$ 2,428,391.70	\$ 2,821,903.35
54000	Communications	\$ 6,384.00	\$ 441.00	\$ 11,025.00	\$ 86,782.50	\$ 104,632.50
	Total Fees and Contract Expenses	\$ 377,661.90	\$ 41,233.50	\$ 133,953.75	\$ 3,106,139.40	\$ 3,658,988.55
Facilities and Equipment Expenses						
		\$ -	\$ -	\$ -	\$ -	\$ -
53000	Equipment Expense	\$ 7,806.75	\$ 19,845.00	\$ 25,908.75	\$ 34,020.00	\$ 87,580.50
53100	Supplies Expense	\$ 4,707.15	\$ 2,205.00	\$ 147,000.00	\$ 933,980.25	\$ 1,087,892.40
53200	Maintenance and Utilities	\$ 195,551.55	\$ -	\$ -	\$ 42,000.00	\$ 237,551.55
53300	Facility Rentals	\$ 408,744.00	\$ 6,615.00	\$ -	\$ 21,000.00	\$ 436,359.00
	Total Facilities and Equipment Expenses	\$ 616,809.45	\$ 28,665.00	\$ 172,908.75	\$ 1,031,000.25	\$ 1,849,383.45
Other Expenses						
		\$ -	\$ -	\$ -	\$ -	\$ -
55000	Budget Contingency	\$ 53,013.00	\$ -	\$ -	\$ -	\$ 53,013.00
55200	Fund Cost Recovery (20 - 30)	\$ 731,528.60	\$ (452,639.50)	\$ (278,889.10)	\$ 671,240.85	\$ 671,240.85
55201	Fund Cost Recovery (40)	\$ (671,240.85)	\$ -	\$ -	\$ -	\$ (671,240.85)
	Total Other Expenses	\$ 113,300.75	\$ (452,639.50)	\$ (278,889.10)	\$ 671,240.85	\$ 53,013.00
	Total Expense	\$ 6,036,749.35	\$ 559,975.00	\$ 87,809.40	\$ 5,590,095.00	\$ 12,274,628.75
	Net Income (Loss)	\$ -	\$ -	\$ -	\$ -	\$ -

Appendix II

FY2023 & FY2024 Financial Budgets – Proposed

		FY2023				
		10 - General	30 - Statistics	20 - Research	40 - FISS	Total
Account Number	Account Name					
Income						
40000	Contracting Party Contributions					
40000.01	Canada	\$ 992,698.72	\$ -	\$ -	\$ -	\$ 992,698.72
40000.02	United States of America	\$ 4,583,930.40	\$ -	\$ -	\$ -	\$ 4,583,930.40
	Total 40000 - Contracting Party Contributions	\$ 5,576,629.12	\$ -	\$ -	\$ -	\$ 5,576,629.12
40050	IFC Pension	\$ -	\$ -	\$ -	\$ -	\$ -
40050.01	IFC Pension - Canada	\$ 111,250.00	\$ -	\$ -	\$ -	\$ 111,250.00
40050.02	IFC Pension - United States of America	\$ 139,424.00	\$ -	\$ -	\$ -	\$ 139,424.00
	Total 40050 - IFC Pension	\$ 250,674.00	\$ -	\$ -	\$ -	\$ 250,674.00
40055	Headquarters (Lease & Maintenance)	\$ 480,000.00	\$ -	\$ -	\$ -	\$ 480,000.00
40060	Other Income	\$ -	\$ -	\$ -	\$ -	\$ -
40100	Grants, Contracts & Agreements	\$ -	\$ 576,775.00	\$ 92,199.87	\$ 51,156.00	\$ 720,130.87
40200	Interest Income	\$ -	\$ -	\$ -	\$ 12,127.50	\$ 12,127.50
40200.01	Bank Interest	\$ -	\$ -	\$ -	\$ -	\$ -
40200.02	CD Interest	\$ -	\$ -	\$ -	\$ -	\$ -
	Total 40200 - Interest Income	\$ 480,000.00	\$ 576,775.00	\$ 92,199.87	\$ 63,283.50	\$ 1,212,258.37
40350	Fish Sales	\$ -	\$ -	\$ -	\$ -	\$ -
40350.01	Fish Sales - Pacific Halibut	\$ -	\$ -	\$ -	\$ 5,744,576.25	\$ 5,744,576.25
40350.02	Fish Sales - Byproduct	\$ -	\$ -	\$ -	\$ 61,740.00	\$ 61,740.00
	Total 40350 - Fish Sales	\$ -	\$ -	\$ -	\$ 5,806,316.25	\$ 5,806,316.25
	Total Income	\$ 6,307,303.12	\$ 576,775.00	\$ 92,199.87	\$ 5,869,599.75	\$ 12,845,877.74

		FY2023				
		10 - General	30 - Statistics	20 - Research	40 - FISS	Total
Account Number	Account Name					
Expense						
Personnel Expenses						
50000	Salaries & Wages	\$ 3,239,714.99	\$ 701,520.75	\$ 34,728.75	\$ 502,513.99	\$ 4,478,478.48
50100	Benefits	\$ 1,451,582.37	\$ 209,530.13	\$ 13,891.50	\$ 15,579.43	\$ 1,690,583.42
50100.09	Medical Reimbursement - Retiree	\$ 107,328.38	\$ -	\$ -	\$ -	\$ 107,328.38
50200	Training & Education	\$ 4,410.00	\$ 23,152.50	\$ -	\$ 57,330.00	\$ 84,892.50
50300	Personnel Related Expenses	\$ -	\$ 10,002.00	\$ -	\$ 38,195.01	\$ 48,197.01
50300.01	Scholarship Awards	\$ 8,000.00	\$ -	\$ -	\$ -	\$ 8,000.00
	Total Personnel Expenses	\$ 4,811,035.74	\$ 944,205.38	\$ 48,620.25	\$ 613,618.43	\$ 6,417,479.79
Operational Expenses						
51000	Publications	\$ -	\$ 16,206.75	\$ 302.00	\$ -	\$ 16,508.75
51100	Mailing and Shipping	\$ 7,276.50	\$ 9,261.00	\$ -	\$ 83,790.00	\$ 100,327.50
51200	Travel	\$ 76,678.88	\$ 19,679.63	\$ 13,891.50	\$ 123,391.80	\$ 233,641.80
51300	Meeting and Conference Expenses	\$ 114,660.00	\$ -	\$ -	\$ -	\$ 114,660.00
51400	Technology	\$ 165,375.00	\$ -	\$ -	\$ -	\$ 165,375.00
	Total Operational Expenses	\$ 363,990.38	\$ 45,147.38	\$ 14,193.50	\$ 207,181.80	\$ 630,513.05
Fees and Contract Expenses						
52000	Professional Fees	\$ 148,561.88	\$ -	\$ -	\$ -	\$ 148,561.88
52200	Other Fees and Charges	\$ -	\$ -	\$ -	\$ 620,513.46	\$ 620,513.46
52300	Leases and Contracts	\$ 241,279.92	\$ 42,832.13	\$ 129,075.19	\$ 2,549,811.29	\$ 2,962,998.52
54000	Communications	\$ 6,703.20	\$ 463.05	\$ 11,576.25	\$ 91,121.63	\$ 109,864.13
	Total Fees and Contract Expenses	\$ 396,545.00	\$ 43,295.18	\$ 140,651.44	\$ 3,261,446.37	\$ 3,841,937.98
Facilities and Equipment Expenses						
53000	Equipment Expense	\$ 8,197.09	\$ 20,837.25	\$ 27,204.19	\$ 35,721.00	\$ 91,959.53
53100	Supplies Expense	\$ 4,942.51	\$ 2,315.25	\$ 154,350.00	\$ 980,679.26	\$ 1,142,287.02
53200	Maintenance and Utilities	\$ 163,246.68	\$ -	\$ -	\$ 44,100.00	\$ 207,346.68
53300	Facility Rentals	\$ 429,181.20	\$ 6,945.75	\$ -	\$ 22,050.00	\$ 458,176.95
	Total Facilities and Equipment Expenses	\$ 605,567.47	\$ 30,098.25	\$ 181,554.19	\$ 1,082,550.26	\$ 1,899,770.17
Other Expenses						
55000	Budget Contingency	\$ 56,176.75	\$ -	\$ -	\$ -	\$ 56,176.75
55200	Fund Cost Recovery (20 - 30)	\$ 778,790.68	\$ (485,971.18)	\$ (292,819.51)	\$ 704,802.89	\$ 704,802.89
55201	Fund Cost Recovery (40)	\$ (704,802.89)	\$ -	\$ -	\$ -	\$ (704,802.89)
	Total Other Expenses	\$ 130,164.54	\$ (485,971.18)	\$ (292,819.51)	\$ 704,802.89	\$ 56,176.75
	Total Expense	\$ 6,307,303.12	\$ 576,775.00	\$ 92,199.87	\$ 5,869,599.75	\$ 12,845,877.74
	Net Income (Loss)	\$ -	\$ -	\$ -	\$ -	\$ -

		FY2024				
		10 - General	30 - Statistics	20 - Research	40 - FISS	Total
Account Number	Account Name					
Income						
40000	Contracting Party Contributions					
40000.01	Canada	\$ 1,042,333.65	\$ -	\$ -	\$ -	\$ 1,042,333.65
40000.02	United States of America	\$ 4,813,126.92	\$ -	\$ -	\$ -	\$ 4,813,126.92
	Total 40000 - Contracting Party Contributions	\$ 5,855,460.57	\$ -	\$ -	\$ -	\$ 5,855,460.57
40050	IFC Pension	\$ -	\$ -	\$ -	\$ -	\$ -
40050.01	IFC Pension - Canada	\$ 111,250.00	\$ -	\$ -	\$ -	\$ 111,250.00
40050.02	IFC Pension - United States of America	\$ 139,424.00	\$ -	\$ -	\$ -	\$ 139,424.00
	Total 40050 - IFC Pension	\$ 250,674.00	\$ -	\$ -	\$ -	\$ 250,674.00
40055	Headquarters (Lease & Maintenance)	\$ 497,000.00	\$ -	\$ -	\$ -	\$ 497,000.00
40060	Other Income	\$ -	\$ -	\$ -	\$ -	\$ -
40100	Grants, Contracts & Agreements	\$ -	\$ 594,078.00	\$ 96,809.86	\$ 53,713.80	\$ 744,601.66
40200	Interest Income	\$ -	\$ -	\$ -	\$ 12,733.88	\$ 12,733.88
40200.01	Bank Interest	\$ -	\$ -	\$ -	\$ -	\$ -
40200.02	CD Interest	\$ -	\$ -	\$ -	\$ -	\$ -
	Total 40200 - Interest Income	\$ 497,000.00	\$ 594,078.00	\$ 96,809.86	\$ 66,447.68	\$ 1,254,335.54
40350	Fish Sales	\$ -	\$ -	\$ -	\$ -	\$ -
40350.01	Fish Sales - Pacific Halibut	\$ -	\$ -	\$ -	\$ 6,031,805.06	\$ 6,031,805.06
40350.02	Fish Sales - Byproduct	\$ -	\$ -	\$ -	\$ 64,827.00	\$ 64,827.00
	Total 40350 - Fish Sales	\$ -	\$ -	\$ -	\$ 6,096,632.06	\$ 6,096,632.06
	Total Income	\$ 6,603,134.57	\$ 594,078.00	\$ 96,809.86	\$ 6,163,079.74	\$ 13,457,102.17

		FY2024				
		10 - General	30 - Statistics	20 - Research	40 - FISS	Total
Account Number	Account Name					
Expense						
Personnel Expenses						
50000	Salaries & Wages	\$ 3,401,700.74	\$ 736,596.79	\$ 36,465.19	\$ 527,639.69	\$ 4,702,402.40
50100	Benefits	\$ 1,524,161.49	\$ 220,006.63	\$ 14,586.08	\$ 16,358.40	\$ 1,775,112.59
50100.09	Medical Reimbursement - Retiree	\$ 112,694.79	\$ -	\$ -	\$ -	\$ 112,694.79
50200	Training & Education	\$ 4,630.50	\$ 24,310.13	\$ -	\$ 60,196.50	\$ 89,137.13
50300	Personnel Related Expenses	\$ -	\$ 10,003.00	\$ -	\$ 40,104.76	\$ 50,107.76
50300.01	Scholarship Awards	\$ 8,000.00	\$ -	\$ -	\$ -	\$ 8,000.00
	Total Personnel Expenses	\$ 5,051,187.52	\$ 990,916.54	\$ 51,051.26	\$ 644,299.35	\$ 6,737,454.68
Operational Expenses						
51000	Publications	\$ -	\$ 17,017.09	\$ 303.00	\$ -	\$ 17,320.09
51100	Mailing and Shipping	\$ 7,640.33	\$ 9,724.05	\$ -	\$ 87,979.50	\$ 105,343.88
51200	Travel	\$ 80,512.82	\$ 20,663.61	\$ 14,586.08	\$ 129,561.39	\$ 245,323.89
51300	Meeting and Conference Expenses	\$ 120,393.00	\$ -	\$ -	\$ -	\$ 120,393.00
51400	Technology	\$ 173,643.75	\$ -	\$ -	\$ -	\$ 173,643.75
	Total Operational Expenses	\$ 382,189.89	\$ 47,404.74	\$ 14,889.08	\$ 217,540.89	\$ 662,024.60
Fees and Contract Expenses						
52000	Professional Fees	\$ 155,989.97	\$ -	\$ -	\$ -	\$ 155,989.97
52200	Other Fees and Charges	\$ -	\$ -	\$ -	\$ 651,539.13	\$ 651,539.13
52300	Leases and Contracts	\$ 253,343.92	\$ 44,973.73	\$ 135,528.95	\$ 2,677,301.85	\$ 3,111,148.44
54000	Communications	\$ 7,038.36	\$ 486.20	\$ 12,155.06	\$ 95,677.71	\$ 115,357.33
	Total Fees and Contract Expenses	\$ 416,372.24	\$ 45,459.93	\$ 147,684.01	\$ 3,424,518.69	\$ 4,034,034.88
Facilities and Equipment Expenses						
53000	Equipment Expense	\$ 8,606.94	\$ 21,879.11	\$ 28,564.40	\$ 37,507.05	\$ 96,557.50
53100	Supplies Expense	\$ 5,189.63	\$ 2,431.01	\$ 162,067.50	\$ 1,029,713.23	\$ 1,199,401.37
53200	Maintenance and Utilities	\$ 140,739.56	\$ -	\$ -	\$ 46,305.00	\$ 187,044.56
53300	Facility Rentals	\$ 450,640.26	\$ 7,293.04	\$ -	\$ 23,152.50	\$ 481,085.80
	Total Facilities and Equipment Expenses	\$ 605,176.40	\$ 31,603.16	\$ 190,631.90	\$ 1,136,677.78	\$ 1,964,089.23
Other Expenses						
55000	Budget Contingency	\$ 59,498.79	\$ -	\$ -	\$ -	\$ 59,498.79
55200	Fund Cost Recovery (20 - 30)	\$ 828,752.76	\$ (521,306.38)	\$ (307,446.38)	\$ 740,043.04	\$ 740,043.04
55201	Fund Cost Recovery (40)	\$ (740,043.04)	\$ -	\$ -	\$ -	\$ (740,043.04)
	Total Other Expenses	\$ 148,208.51	\$ (521,306.38)	\$ (307,446.38)	\$ 740,043.04	\$ 59,498.79
	Total Expense	\$ 6,603,134.57	\$ 594,078.00	\$ 96,809.86	\$ 6,163,079.74	\$ 13,457,102.17
	Net Income (Loss)	\$ 0.00	\$ (0.00)	\$ (0.00)	\$ -	\$ (0.00)