

Canadian Association of University Business Officers (CAUBO)

Financial Information of Universities and Colleges

2018/2019

GENERAL INFORMATION

Name of University (or College)					
Address of preparer				Fiscal year ending:	
Street				Postal Code	
City				Month	Year
Province					
Name and title of preparer					
Telephone		Fax		E-mail address	
Area code	Number	Local	Area code	Number	
Name of Senior Administrative Officer (if different from above)					

INSTRUCTIONS

1. Please read carefully the accompanying GUIDELINES.
2. All amounts should be expressed in thousands of dollars (\$'000).
3. In the "Observations and Comments" section, please explain financial data that may not be comparable with the prior year.
4. Please do not fill in shaded areas. All non-shaded cells should be completed. A nil entry should be indicated with a zero.
5. Please complete and return the Transmittal Letter.

Reserved for Statistics Canada

FTE	Report Status	Institution Code	Comments
		cbeYYIII	

Table 1. INCOME BY FUND
(thousands of dollars)

Funds		General operating (1)	Special purpose and trust (2)	Sponsored research			Ancillary (6)	Capital (7)	Endowment (8)	Total funds (calculated) (9)
				Entities Consolidated (3)	Entities not consolidated (4)	Sub-total (calculated) (5)				
Types of income										
Government departments and agencies - grants and contracts	Federal					0				0
	1. Social Sciences and Humanities Research Council					0				0
	2. Health Canada					0				0
	3. Natural Sciences and Engineering Research Council					0				0
	4. Canadian Institutes of Health Research (CIHR)					0				0
	5. Canada Foundation for Innovation (CFI)					0				0
	6. Canada Research Chairs					0				0
	7. Other federal (see Table 6)	0	0	0	0	0	0	0	0	0
	8. Provincial (see Table 7)	0	0	0	0	0	0	0	0	0
	Other					0				0
	9. Municipal					0				0
10. Other provinces					0				0	
11. Foreign					0				0	
Tuition and fees										0
12. Credit course tuition										0
13. Non-credit tuition										0
14. Other fees										0
Donations, including bequests										0
15. Individuals					0					0
16. Business enterprises					0					0
17. Not-for-profit organizations					0					0
Non-government grants and contracts										0
18. Individuals					0					0
19. Business enterprises					0					0
20. Not-for-profit organizations					0					0
Investment										0
21. Endowment					0					0
22. Other investment					0					0
Other										0
23. Sale of services and products					0					0
24. Miscellaneous					0					0
25. Total (calculated) *		0	0	0	0	0	0	0	0	0

* The total for column 4, line 25 must agree with the total in table 1, column 4, line 24.

For information only

OBSERVATIONS AND COMMENTS	
Description (Fund and type of income)	Comments

Table 2. EXPENDITURES BY FUND
(thousands of dollars)

Funds	General operating	Special purpose and trust	Sponsored research			Ancillary	Capital	Endowment	Total funds (calculated)
			Entities Consolidated	Entities not Consolidated	Sub-total (calculated)				
Types of expenditures	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
Academic salaries	1. Academic ranks	0			0				0
	2. Other instruction and research	0			0				0
3. Other salaries and wages	0				0				0
4. Benefits	0				0				0
5. Travel	0				0				0
6. Library acquisitions	0				0				0
7. Printing and duplicating	0				0				0
8. Materials and supplies	0				0				0
9. Communications	0				0				0
10. Other operational expenditures	0				0				0
11. Utilities	0				0				0
12. Renovations and alterations	0				0				0
13. Scholarships, bursaries and prizes	0				0				0
14. Externally contracted services	0				0				0
15. Professional fees	0				0				0
16. Cost of goods sold	0				0				0
17. Interest	0				0				0
18. Furniture and equipment purchase	0				0				0
19. Equipment rental and maintenance	0				0				0
20. Internal sales and cost recoveries *	0				0				0
21. Sub-total (calculated)	0	0	0	0	0	0	0		0
22. Buildings, land and land improvements	0				0				0
23. Lump sum payments	0				0				0
24. Total (calculated) **	0	0	0	0	0	0	0		0

* Total internal sales and cost recoveries in column 9 must net to zero.

** The total for column 4, line 24 must agree with the total in table 1, column 4, line 25.

For information only

OBSERVATIONS AND COMMENTS	
Description (Fund and type of expenditure)	Comments

Table 3. STATEMENT OF CHANGES IN NET ASSETS BY FUND
(thousands of dollars)

Objects	Funds		Sponsored research			Ancillary (6)	Capital (7)	Endowment (8)	Total funds (calculated) (9)
	General operating (1)	Special purpose and trust (2)	Entities Consolidated (3)	Entities not Consolidated (4)	Sub-total (calculated) (5)				
1. Net asset balances, beginning of year					0				0
2. Income (Table 1, line 25)	0	0	0	0	0	0	0	0	0
3. Expenditures (Table 2, line 24)	0	0	0	0	0	0	0		0
4. Prior year adjustments					0				0
5. Interfund transfers *					0				0
6. Add : borrowings									0
7. Deduct : principal portion of debt repayments					0				0
8. Interfund reallocations *					0				0
9. Add : capital expenditures					0				0
10. Deduct : amortization					0				0
11. Add or deduct : deferred income									0
12. Add or deduct : pension costs and vacation pay accrual									0
13. Add or deduct : future cost of employee benefits									0
14. Add or deduct : related or affiliated entities					0				0
15. Add or deduct : other (provide details in space below)					0				0
16. Net asset balances, end of year **	0	0	0	0	0	0	0	0	0

Net asset balances are comprised of :

17. Unrestricted net assets					0				0
18. Investment in capital assets					0				0
19. Internally restricted net assets					0				0
20. Externally restricted net assets					0				0
21. Net asset balances, end of year **	0	0	0		0	0	0	0	0

* Total interfund transfers and interfund reallocations in column 9 must net to zero for lines 5 and 8.

** The total of column 9 on line 21 must agree with the total of column 9 on line 16.

For information only

OBSERVATIONS AND COMMENTS	
Description (Fund and object)	Comments

Table 4. GENERAL OPERATING EXPENDITURES BY FUNCTION
(thousands of dollars)

Functions Types of expenditures		Instruction and non-sponsored research	Non-credit instruction	Library	Computing and communications	Administration and academic support	Student services	Physical plant	External Relations	Total * functions (calculated)
		(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
Academic salaries	1. Academic ranks									0
	2. Other instruction and research									0
3. Other salaries and wages										0
4. Benefits										0
5. Travel										0
6. Library acquisitions										0
7. Printing and duplicating										0
8. Materials and supplies										0
9. Communications										0
10. Other operational expenditures										0
11. Utilities										0
12. Renovations and alterations										0
13. Scholarships, bursaries and prizes										0
14. Externally contracted services										0
15. Professional fees										0
16. Cost of goods sold										0
17. Interest										0
18. Furniture and equipment purchase										0
19. Equipment rental and maintenance										0
20. Internal sales and cost recoveries										0
21. Sub-total (calculated)		0	0	0	0	0	0	0	0	0
22. Buildings, land and land improvements										0
23. Lump sum payments										0
24. Total (calculated)		0	0	0	0	0	0	0	0	0

* The amounts in column 9 should agree with the amounts in Table 2, column 4.

For information only

OBSERVATIONS AND COMMENTS	
Description (Function and type of expenditure)	Comments

Table 5. AFFILIATION REPORT

Code Legal Name of Affiliated Institution	Category of Affiliation	Health Research Institute	Other Research Institute	Affiliated Hospital	Other Affiliated Institution	Associated Hospital	Other Associated Institution	Federated Institution	Basis of Reporting		Amount Included in Annual Return (\$'000)
		(1)	(2)	(3)	(4)	(5)	(6)	(7)	I - Included (8)	E - Excluded (9)	

(For columns 1 to 9, indicate with an "x" in the appropriate column.)

Part I: SEPARATE LEGAL ENTITIES CONSOLIDATED											
1.											
2.											
3.											
4.											
5.											
6.											
7.											
8.											
9.											
10.											

(For columns 1 to 7, indicate with an "x" in the appropriate column.)

Part II: SEPARATE LEGAL ENTITIES NOT CONSOLIDATED												
List each separate legal entity over \$100,000												
11.												
12.												
13.												
14.												
15.												
16.												
17.												
18.												
19.		Total of all other legal entities under \$100,000										
20.		Total (calculated) *										0

* The total for column 10 must agree with the amount reported in Table 1, line 25, column 4 as well as the amount reported in Table 2, line 24, column 4.

OBSERVATIONS AND COMMENTS	
Description	Comments

Table 6. OTHER FEDERAL GOVERNMENT DEPARTMENTS and AGENCIES - GRANTS and CONTRACTS
(thousands of dollars)

Source of grant/contract	Funds	General operating (1)	Special purpose and trust (2)	Sponsored research			Ancillary (6)	Capital (7)	Endowment (8)	Total funds (calculated) (9)
				Entities Consolidated (3)	Entities not Consolidated (4)	Sub-total (calculated) (5)				
1. A. Indirect Costs of Research						0				0
B. Separately list each department and agency over \$100,000 :										
2.						0				0
3.						0				0
4.						0				0
5.						0				0
6.						0				0
7.						0				0
8.						0				0
9.						0				0
10.						0				0
11.						0				0
12.						0				0
13.						0				0
14.						0				0
15.						0				0
16.						0				0
17.						0				0
18.						0				0
19.						0				0
20.						0				0
21.						0				0
22.						0				0
23.						0				0
24.						0				0
25. C. Total of all departments and agencies under \$100,000						0				0
26. Total (calculated) *		0	0	0	0	0	0	0	0	0

* The total of each column must agree with the appropriate column in Table 1, line 7.

For information only

OBSERVATIONS AND COMMENTS	
Description	Comments

Table 7. PROVINCIAL GOVERNMENT DEPARTMENTS and AGENCIES - GRANTS and CONTRACTS
(thousands of dollars)

Source of grant/contract	General operating (1)	Special purpose and trust (2)	Sponsored research			Ancillary (6)	Capital (7)	Endowment (8)	Total funds (calculated) (9)
			Entities Consolidated (3)	Entities not Consolidated (4)	Sub-total (calculated) (5)				
A. Ministry responsible (total grants and contracts) :									
1.					0				0
2. CFI matching funds					0				0
B. Other (list each department and agency over \$100,000) :									
3.					0				0
4.					0				0
5.					0				0
6.					0				0
7.					0				0
8.					0				0
9.					0				0
10.					0				0
11.					0				0
12.					0				0
13.					0				0
14.					0				0
15.					0				0
16.					0				0
17.					0				0
18.					0				0
19.					0				0
20.					0				0
21.					0				0
22.					0				0
23.					0				0
24. C. Total of all departments and agencies under \$100,000					0				0
25. Total (calculated) *	0	0	0	0	0	0	0	0	0

* The total of each column must agree with the appropriate column in Table 1, line 8.

For information only

OBSERVATIONS AND COMMENTS	
Description	Comments