

Lawrence Ingram Keele BIA  
2021 BIA Budget

| Summary of Revenues and Expenditures         |                                     | 2021<br>Proposed<br>Budget |                 |
|--|-------------------------------------|----------------------------|-----------------|
|  |                                     | Column C                   |                 |
| <b>Revenues</b>                              |                                     |                            |                 |
| BIA Levy                                     | (includes 10% provision)            | 189,988                    | (A)             |
| Grants                                       |                                     | 30,000                     | (B)             |
| Signature Events Revenue                     | (input details in event worksheets) |                            | (C)             |
| Other Festival Revenue                       |                                     |                            | (D)             |
| Other Revenue                                |                                     |                            | (E)             |
| <b>Total Revenue</b>                         |                                     | <b>219,988</b>             | (F)             |
| <b>Expenditures</b> (includes 1.76% HST)     |                                     |                            |                 |
| General and Administrative                   |                                     | 69,466                     | (G)             |
| Streetscape Improvements                     |                                     | 73,000                     | (H)             |
| Streetscape Improvements - City Loan Payment |                                     |                            | (I)             |
| Amenity and Maintenance                      |                                     |                            | (J)             |
| Promotion and Communication                  |                                     | 17,500                     | (K)             |
| Festivals and Events                         |                                     |                            | (L)             |
| Provision for Tax Appeal Expenditures (10%)  |                                     | 17,272                     | (M)             |
| <b>Total Expenditures</b>                    |                                     | <b>177,238</b>             | (N)             |
| <b>Net Revenue / (Deficit)</b>               |                                     | <b>42,750</b>              | (O) = (F) - (N) |

| Summary of Accumulated Surplus |  | 2021<br>Proposed<br>Budget |     |
|--------------------------------|--|----------------------------|-----|
| <b>Beginning Balance</b>       |  | <b>0</b>                   | (P) |
| Change in Accumulated Surplus  |  | 42,750                     | (Q) |
| <b>Ending Balance</b>          |  | <b>42,750</b>              | (R) |

- 2 -  
**Lawrence Ingram Keele BIA**  
**2021 BIA Budget**  
**Calculations**

| <b>Audited Financial Statements</b>           |   | <b>Audit Year</b> |
|---|---|-------------------|
| <i>Complete the yellow highlighted fields</i> |   | <b>2019</b>       |
| Net Financial Assets as of Dec 31, 2019       | Source: Statement of Net Financial Assets | 0                 |

| <b>Appeal Provision</b>                                |                                 | <b>2021</b>      |
|--|---------------------------------|------------------|
| <i>Complete the yellow highlighted fields</i>          |                                 | <b>Projected</b> |
| Appeal Provision Surplus                               | Source: Revenue Services Letter | 0                |
| <b>OR</b>  |                                 | <b>OR</b>        |
| Appeal Provision Deficit                               | Source: Revenue Services Letter | 0                |
| Projected Actual Provision for Tax Appeal Expenditures | Source: Revenue Services Letter | -                |

| <b>Levy Calculation</b>                                    |  | <b>2021</b>     |
|--|--|-----------------|
| <i>Complete the yellow highlighted fields</i>              |  | <b>Proposed</b> |
| Expenditures   | Page 1, Lines (G) to (L)                       | 159,966         |
| Appeal Provision Surplus                                   | Line (B), above                                | 0               |
| Appeal Provision Deficit                                   | Line (C), above                                | 0               |
| Other Funding Sources (Grants, Docations, Other Rev, etc.) | Page 1, Lines (B) to (E)                       | 30,000          |
| Contribution to 2021 Surplus for Future Projects           |  | 42,750          |
| Use of 2020 Accumulated Surplus for 2021 Budget            |  | 0               |
| <b>Net Requirement</b>                                     | <b>(K) = (E) - (F) + (G) - (H) + (I) - (J)</b> | <b>172,716</b>  |
| 10% Appeal Provision on Net Requirement                    | (L) = (K) x 10%                                | 17,272          |
| <b>Total Levy Amount</b>                                   | <b>(M) = (K) + (L)</b>                         | <b>189,988</b>  |

| <b>Levy Instalments</b>  |  | <b>2021</b>     |
|--|--|-----------------|
| <i>Complete the yellow highlighted field</i>                     |  | <b>Proposed</b> |
| <b>Total Levy Amount</b>   | <b>Line (M), above</b>                               | <b>189,988</b>  |
| Appeal Provision Surplus (Release of funds previously set aside) | Line (B), above                                      | 0               |
| 10% Appeal Provision (Set aside for assessment appeal losses)    | Line (L), above                                      | 17,272          |
| Appeal Provision Deficit (Additional funds to be set aside)      | Line (C), above                                      | 0               |
| Loan Repayment Withheld from Levy Disbursement                   | Page 4, "Loan Payments"                              | 0               |
| City Commercial General Liability Insurance                      | Page 3, "Insurance - CGL"                            | 422             |
| <b>Total Payable</b>   | <b>(U) = (N) + (O) - (P) - (Q) - (R) - (S) - (T)</b> | <b>172,294</b>  |
| Instalment #1 (50%) Issued Based on Budget Submission Date       | (V) = (U) x 50%                                      | 86,147          |
| Instalment #2 (25%) Issued by July 1                             | (W) = (U) x 25%                                      | 43,074          |
| Instalment #3 (25%) Issued by September 1                        | (X) = (U) x 25%                                      | 43,074          |

| <b>Accumulated Surplus</b>                            |  | <b>2020</b>     | <b>2021</b>     |
|---|--|-----------------|-----------------|
|   |  | <b>Approved</b> | <b>Proposed</b> |
| <b>Beginning Balance</b>                              | Line (A), above                              | 0               | 0               |
| Add: Contribution to 2021 Surplus for Future Projects | Line (I), above                              | 0               | 42,750          |
| Add: Funds withheld for Appeal Provision Deficit      | Line (C), above                              | 0               | 0               |
| Less: Release of Appeal Provision Surplus             | Line (B), above                              | 0               | 0               |
| Less: Use of 2020 Accumulated Surplus for 2021 Budget | Line (J), above                              | 0               | 0               |
| <b>Ending Balance</b>                                 | <b>(AD) = (Y) + (Z) + (AA) - (AB) - (AC)</b> | <b>0</b>        | <b>42,750</b>   |

**DECLARATION**

|  |   |
|--|---|
| <b>Board Approval Date</b>   | <b>Annual General Meeting Approval Date</b> |
| Day/ Month/ Year   | Day/ Month/ Year                            |
| I hereby declare that the information included on this document is true to the best of my knowledge and is aligned with Toronto Municipal Code Chapter 19. |   |
| <b>Chair Signature</b>   | <b>Date Signed - After AGM</b>              |
| SIGN HERE  | Day/ Month/ Year/ 20 <input type="text"/>   |
| <b>Treasurer or Secretary</b>  | <b>Date Signed - After AGM</b>              |
| SIGN HERE  | Day/ Month/ Year/ 20 <input type="text"/>   |

**Lawrence Ingram Keele BIA  
2021 BIA Budget  
Supporting Information - General and Administrative**

**REVENUE:**

| <b>Grant Revenue (Non-Festival/Event Related)</b><br><i>Only show non-festival related grant revenue in this section.<br/>Festival revenue can be shown on the Signature Events pages (Pg 6-8).</i> | <b>2021<br/>Proposed<br/>Budget<br/>Column C</b> |
|---|--|
| Canada Summer Jobs Grant  |  |
| Digital Transformation Grant Program (Digital Main Street)  |  |
| Construction Mediation Grant  |  |
| Outdoor Mural & Street Art Program  | 5,000  |
| Innovation Fund   |  |
| Streetscape Master Plan Program (Non-Capital)   | 25,000   |
|   |  |
| <b>Total Grant Revenue (Non-Festival Related)</b>   | <b>30,000</b>                                    |
| <b>Other Festival/Event Revenue</b>   |  |
| <b>Other Revenue</b>  |  |
| <b>Total Grant, Other Festival and Other Revenues</b>   | <b>30,000</b>                                    |

**EXPENDITURE:**

| <b>General and Administrative Expenditures</b>           | <b>2021<br/>Proposed<br/>Budget<br/>Column C</b> |
|--|--|
| <b>Salaries and Consulting Costs</b>                     |  |
| Benefits Plan  |  |
| Employer Contributions (CPP, EI, WSIB, etc.)             |  |
| Salaries - Full Time                                     |  |
| Salaries - Part Time and Temporary                       |  |
| Consultants / Seasonal (Non-Employee)                    | 55,000   |
|  |  |
| <b>Total Salaries and Consulting Costs</b>               | <b>55,000</b>                                    |
| <b>Other Administrative Expenditures</b>                 |  |
| Accounting Fees  | 2,000  |
| AGM Expenses   | 800  |
| Audit Fees   | 1,000  |
| Bank Charges and Fees                                    | 300  |
| Conferences and Seminars                                 | 0  |
| Gen. Office Stationery & Supplies                        | 400  |
| Honourariums   | 0  |
| Insurance: Commercial General Liability Insurance (City) | 422  |
| Insurance: Directors' Liability Insurance                | 500  |
| Insurance: Other   | 0  |
| Legal Fees   | 2,000  |
| Meeting Expenses (non-AGM)                               | 500  |
| Memberships  | 0  |
| Office Equipment, Mtce. & Repairs                        | 827  |
| Office Rent and Storage                                  | 0  |
| Postage/Courier/Delivery                                 | 300  |
| Printing   | 417  |
| Subscriptions  |  |
| TABIA Membership Dues                                    | 3,800  |
| Telephone/Cellphone                                      | 1,200  |
| Internet   | 0  |
| Transportation and Travel                                | 0  |
| Utilities - Office                                       | 0  |
| Work Plan/Strategic Plan                                 | 0  |
|  |  |
|  |  |
| <b>Total Other Administrative Expenditures</b>           | <b>14,466</b>                                    |
| <b>Total General and Administrative Expenditures</b>     | <b>69,466</b>                                    |

**Lawrence Ingram Keele BIA  
2021 BIA Budget  
Supporting Information - Streetscape and Amenity**

| <b>Streetscape Improvement Expenditures</b><br><i>(Including Loan Repayments)</i>                | <b>2021<br/>Proposed<br/>Budget<br/>Column C</b> |
|--|--|
| <b>Capital Cost-Share Projects:</b> <span style="float: right;"><b>50% City - 50% BIA</b></span> |  |
| Banner Poles   |  |
| Banners and Hardware <span style="float: right;">One-Time Purchase</span>                        | 10,000   |
| Benches  |  |
| Decorative Lighting: Year-Round Only   |  |
| Hanging Baskets & Hardware <span style="float: right;">One-Time Purchase</span>                  |  |
| Pedestrian Scale Lighting  |  |
| Planters   |  |
| Street Signs   | 8,000  |
| Technical and Professional Services  |  |
| Tree Planting / Tree Guards / Tree Grates  |  |
|  |  |
|  |  |
|  |  |
| <b>City Loan Projects</b> <span style="float: right;"><b>100% BIA (Project Name)</b></span>      |  |
| Upfront Contribution   |  |
| Loan Payments  |  |
| Additional Payments on Principal (Optional)  |  |
| <b>Other Projects - Non-Capital Cost-Sharing</b>   |  |
| Consultants - Streetscape Improvement Projects   |  |
| Murals <span style="float: right;">Enter Offsetting Grants on Page 3</span>                      | 5,000  |
| Streetscape Master Plan <span style="float: right;">Enter Offsetting Grants on Page 3</span>     | 50,000   |
| Seasonal Lighting  |  |
|  |  |
|  |  |
|  |  |
| <b>Total Streetscape Improvement Expenditures</b>  | <b>73,000</b>                                    |
| <b>Amenity and Maintenance Expenditures</b>  | <b>2021<br/>Proposed<br/>Budget<br/>Column C</b> |
| <b>Maintenance of Streetscape Improvements</b>   |  |
| Banner Replacements  |  |
| Banner Maintenance   |  |
|  |  |
|  |  |
| <b>Cleanliness / Amenity / General Maintenance / Security</b>                                    |  |
| Plantings & Floral Displays <span style="float: right;">Plants, Watering, Maintenance</span>     |  |
| Consultants - Amenity and Maintenance Projects   |  |
| Graffiti Removal   |  |
| Holiday Decorations <span style="float: right;">Maint, Storage, Install. &amp; Removal</span>    |  |
| Hydro <span style="float: right;">Tree, Pedestrian/Decorative Lights</span>                      |  |
| Permit Fees <span style="float: right;">Banners, Planters, Hanging Baskets</span>                |  |
| Security   |  |
|  |  |
|  |  |
|  |  |
| <b>Total Amenity and Maintenance Expenditures</b>  | <b>0</b>   |

**Lawrence Ingram Keele BIA  
2021 BIA Budget  
Supporting Information - Promotion and Events**

| <b>Promotion and Communication Expenditures</b>       | <b>2021<br/>Proposed<br/>Budget<br/>Column C</b> |
|---|--|
| Advertising - Radio/TV/Newspapers                     |  |
| Advertising - Other                                   |  |
| Branding/Marketing Plan                               | 10,000   |
| Brochures or Flyers                                   |  |
| Communications, Social Media                          | 3,000  |
| Consultants - Promotion and Communication Projects    |  |
| Market Research                                       |  |
| Membership Directory                                  |  |
| Newsletter  |  |
| Website Development                                   | 4,000  |
| Website Maintenance                                   | 500  |
|   |  |
|   |  |
|   |  |
|   |  |
|   |  |
|   |  |
|   |  |
|   |  |
|   |  |
|   |  |
|   |  |
| <b>Total Promotion and Communication Expenditures</b> | <b>17,500</b>                                    |

| <b>Festival and Event Expenditures</b>                      | <b>2021<br/>Proposed<br/>Budget<br/>Column C</b> |
|---|--|
| Canada Day  |  |
| Christmas   |  |
| Easter  |  |
| Festival - Spring   |  |
| Festival - Summer   |  |
| Festival - Fall   |  |
| Festival - Winter   |  |
| Mother's Day  |  |
| Sidewalk Sale   |  |
| Signature Event 1 - (Signature Event 1) (Details on Page 6) | 0  |
| Signature Event 2 - (Signature Event 2) (Details on Page 7) | 0  |
| Signature Event 3 - (Signature Event 3) (Details on Page 8) | 0  |
|   |  |
|   |  |
|   |  |
|   |  |
|   |  |
|   |  |
|   |  |
|   |  |
|   |  |
|   |  |
|   |  |
|   |  |
|   |  |
| <b>Total Festival and Event Expenditures</b>                | <b>0</b>   |