

Supplementary Budget – Briefing Note

2020 Budget

Summer Student

Briefing Note required for:**-items >\$50,000****-changes in FTE**

Dept	Division	Business Unit	Item	Base Supp	Amount	FTE Impact
CHS	Housing Services	Tenant Relations	Summer Student Grade 2.3 Student Grid	S	\$9,198	0.29
CHS	Housing Services	Social Housing	Transfer Funding from municipal Social Housing Operations Reserve #17316	S	(\$9,198)	
			Total		\$0	0.29

Background:

CK Housing Services has a base budget that provides one summer student for the Applications team and general program administration.

Comment:

The Tenant Relations Team have significant workload as an on-going issue. It is anticipated that having a summer student dedicated to this Team will alleviate some of the additional workload pressures encountered due to summer vacations being taken.