

Griffith University

Student Services and Amenities Fee (SSAF)

2022 Allocation Report

The *Higher Education Support (Student Services, Amenities, Representation and Advocacy) Guidelines 2022* require higher education providers to provide a publicly available report on student services and amenities fee (SSAF) allocations and actual expenditure for the year as part of their annual reporting and in the form approved by the Minister. This *SSAF Allocation Report* is the form approved by the Minister.

Additional reporting was introduced to allow for greater transparency and consistency in SSAF allocations and expenditure.

Please note, the information provided in this *SSAF Allocation Report* does **not** require auditing by a financial accountant. The SSAF expenditure reporting remains unchanged, more information can be found in the [Financial Statements Guidelines](#) for Table A and B providers, and in the [Financial Viability Instructions: Applicants and Providers of FEE-HELP \(FVI\)](#) for all other approved providers.

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SSAF Consultation and Achievements

What consultation was undertaken with students

- 2021 SSAF survey
- Consultation with Gold Coast Student Guild, Student Representative Council, Griffith University Postgraduate Students Association
- Student are able to provide adhoc feedback and suggestions via email

Outcome of this consultation (i.e. information on the established priorities, proposed heads of expenditure and projects to be funded in the reporting year)

- Priorities for 2022 were:
 - Mental Health and Wellbeing services
 - Careers advice
 - Study skills
 - Financial support and advice
- Key Projects for 2022 were:
 - Employability in Programs with poor graduate outcomes
 - Peer Assisted Study Support scheme
 - Fitness Centre and Sports Venues upgrades
 - Refurbished student community spaces

What steps were taken to ensure that SSAF revenue was expended in accordance with subsection 19-38(4) of the Higher Education Support Act 2003 (HESA),

- Allocation of SSAF to activities is governed by a Proposal process that is ultimately approved by the Deputy Vice-Chancellor Education. The proposal process requires a stated business case for the activity and the identification of the particular SSAF categories that the activity relates to.
- The activities are reviewed annually to ensure that they are meeting the benefits stated in the initial proposal.

What SSAF funding achieved in the reported year. You may also include visuals if desired.]

- Increased SSAF funding provides enhanced Mental Health and Wellbeing services
 - Mental Health consultations in 2022: 3116 appointments for 691 students
 - Counselling Consultations in 2022: 6425 appointments for 2262 students
 - Crisis line triaged 684 contacts in 2022
 - Provided counselling support for offshore students
 - Provided funding for Mental Health and Wellbeing Week activities
- SSAF funding is used to maintain sport and recreation facilities including:
 - Improvements to the Gold Coast UniBar and Function Centre
 - Improvements and equipment at University fitness facilities across Logan, Gold Coast and Nathan Campuses
 - Repairs and maintenance of outdoor sport facilities such as the tennis courts and Mt Gravatt Campus and the swimming pool at Gold Coast Campus
- SSAF is used for Campus Activation and Engagement activities such as market days, food trucks at all Campuses and social events at all Campuses
- SSAF provides additional study and careers support

- Assignment assistance, peer tutoring and resume editing
- 5,272 Students attended a Career Development Workshop.
- 3,843 Career Development Consultations.
- 650 Employment Outcomes.
- 404 Students participated in the Industry Mentoring Program.
- Piloted PhD Emerging Industry Leaders Program

SSAF Revenue Summary

	2022 Allocation \$ ¹	2022 Actual \$
SSAF Revenue	\$8,841,437	\$9,497,635
SSAF revenue carried forward from 2021	\$4,122,838	\$4,122,838
Total SSAF funds available for 2022	\$12,964,275	\$13,620,473
SSAF revenue carried over into 2023	\$5,000,000	\$5,950,982

¹ Allocation refers to the SSAF funds expected to be received in the reported year (i.e., budgeted SSAF revenue).

SSAF Charge Summary

The student services and amenities fee (SSAF) charged to students must not be above the maximum fee for a calendar year. The maximum SSAF is indexed annually as required by the *Higher Education Support Act 2003*. In [insert reported year] the maximum SSAF was \$[insert maximum SSAF for the reported year].

Student Status	[2022] SSAF charged \$ ²	Number of students charged in [2022] ³
Full-time ¹ (> 0.75 EFTSL)	\$6,798,351	23,094
Part-time ¹ (< 0.75 EFTSL)	\$2,699,284	22,722
		Total: 45,816

¹ Note: As per Part 2 of the *Higher Education Support (Administration) Guidelines 2022* (Administration Guidelines), students studying on a part-time basis must not be charged more than 75 per cent of the maximum SSAF that a higher education provider determines for students studying on a full-time basis. The term “part-time basis” means a study load of less than 75 per cent of the normal full-time student load for the period to which the fee relates. As per part 7 of the Administration Guidelines, the normal EFTSL value for a full-time student studying over a period of one year is 1.0.

² Note: As per Part 2 of the Administration Guidelines, a higher education provider may choose to determine a different SSAF for particular categories of persons, including a zero amount.

³ Note: Students are categorised as full-time or part-time students based on the total EFTSL value of the units of study they undertook in [insert reported year]. For example, a student undertook a full-time study load in Semester 1 which was equal to 0.5 EFTSL and undertook a part-time study load in Semester 2 which was equal to 0.375 EFTSL. This student would be categorised as a full-time student in [insert reported year] as the total EFTSL they undertook in [insert reported year] was equal to 0.875.

Student Status	[Insert reported year] SSAF charged \$ ²	Approx. number of SSAF students remote learning [Insert reported year] ⁴
Remote learning/Online only	\$1,197,046	9,320

⁴ Note: The Department understands that not all higher education providers capture mode of study in their information systems and many students undertake a mixed mode of study such as face-to-face and remote learning. The data provided above is for students who undertook remote learning for 100% of their units of study. Please note, due to the limitations of our information systems, the above data may be approximate.

SSAF Allocation Summary

Subsection 19-38(4) of the *Higher Education Support Act 2003* (the Act) provides a list of 19 allowable expenditure items which higher education providers may allocate and spend SSAF revenue on.

Please note, under subsection 19-38 of the Act, SSAF revenue must not be spent to support a political party or the election of a person as a member of the legislature of the Commonwealth, State or a Territory, or a local government body.

Key Area	[Year] Total Allocation \$	[Year] Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services
1. Health Services	\$2,037,047	\$1,755,276	Y	40985
2. Clubs or other associations				
a. Sporting	\$0	\$90,466	Y	1111
b. Internal student politics	\$0	\$0	N/A	0
c. Gender, sexuality, ethnicity, race, or nationality-based	\$0	\$50,450	Y	634
d. Areas-of-study related e.g. law	\$0	\$76,434	Y	4908
e. Other activities e.g. music, debate, chess	\$0	\$36,250	Y	356
f. Other [Staff and resources allocated across all Clubs and Associations]	\$573,540	\$319,940	Y	N/A
3. Employment/career services	\$943,465	\$788,021	Y	4174
4. Legal aid	\$509	\$509	Y	111
5. Other student amenities				
5.a. Providing food or drink to students on a campus of the higher education provider	\$431,138	\$456,754	N	17000
5.b. Supporting a sporting or other recreational activity by students	\$2,388,437	\$2,372,998	Y	17574
5.c. Helping students secure accommodation	\$122,135	\$127,672	Y	81
5.e. Helping students with their financial affairs	\$23,268	\$24,032	Y	61
5.f.	\$64,243	\$70,354	Y	2205

Supporting an artistic activity by students				
5.g. Supporting the production and dissemination to students of media whose content is provided by students	\$5,494	\$6,409	Y	N/A
5.h. Helping students develop skills for study, by means other than undertaking, courses of study in which they are enrolled	\$557,377	\$423,117	Y	1369
5.i. Advising on matters arising under the higher education provider's rules (however described)	\$317,324	\$272,929	Y	4670
5.j. Advocating students' interests in matters arising under the higher education provider's rules (however described)	\$100,000	\$115,109	Y	1416
5.k. Giving students information to help them in their orientation	\$692,159	\$672,120	Y	26077
6. Other - please provide description	\$	\$		
6.a. *Capital Projects	\$243,232	\$63,399	N/A	N/A
6.b. **Aggregated Staff costs for services across all categories	\$342,069	\$0	N/A	N/A
Total	\$8,841,437	\$7,722,239		

*Capital projects may be implemented across years although allocation in 2022.

**Staff budgets allocated at the highest level for areas. Staff then work across multiple activities and campuses. Expenditure will show up in "Actual Spend" for the service.

***N/A is used where the individual numbers are unable to be determined or the service is broadly used by all students of the University

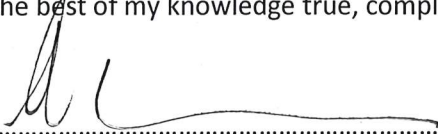
Organisations, bodies or third-party providers that received SSAF funding in 2022

Organisation Name ¹	Australian Business Number (ABN)	Supported Key Area	Total SSAF Funding Received \$	% of total SSAF Funding Received
Gold Coast Student Guild	54543741436	"1. Health Services 2. Clubs or other associations 3. Employment/career services 4. Legal aid 5. Other - Providing food or drink to students on a campus of the higher education provider 5. Other - Supporting a sporting or other recreational activity by students 5. Other - Helping students secure accommodation 5. Other - Helping students with their financial affairs 5. Other - Supporting an artistic activity by students 5. Other - Supporting the production and dissemination to students of media whose content is provided by students 5. Other - Helping students develop skills for study, by means other than undertaking, courses of study in which they are enrolled 5. Other - Advising on matters arising under the higher education provider's rules (however described) 5. Other - Advocating students' interests in matters arising under the higher education provider's rules (however described) 5. Other - Giving students information to help them in their orientation 5. Other - Helping meet the specific needs of overseas students relating to their welfare, accommodation, and employment"	\$3,000,000	30%

¹ Note: Only organisations, bodies or third-party providers who receive over \$1,000 in SSAF funding are expected to be disclosed above.

Declaration by Person of Authority

I, [insert full name], [insert position title] of [insert full name of higher education provider], declare that the information provided in this Student Services and Amenities Fee (SSAF) Allocation Report is to the best of my knowledge true, complete and correct.



Signature of Person making Declaration

Shaun Ewen

Full name of Person making Declaration

DVC Education

Position of Person making Declaration

26th June 2023

Date