

# Griffith University

## Student Services and Amenities Fee (SSAF)

### 2023 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.

# SSAF Consultation and Achievements

## What consultation was undertaken with students?

- 2023 SSAF survey:  
In 2023 this was a combination of an in-person survey at all Griffith Campuses and an online qualitative survey. This resulted in both overall prioritisation of funding but also allowed for nuanced conversations about funding allocations at individual campuses.
- Regular consultation by the DVC(Education) with Gold Coast Student Guild, Student Representative Council & Griffith University Postgraduate Students Association
- Students are also 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 2023 were:
  - Food & drink
  - Health and wellbeing
  - Career support
  - Financial support and advice
- Key Projects for 2023 were:
  - Mental health and wellbeing activities
  - Establishment of a 'clothing library' to provide free clothing to attend graduation and other formal events.
  - Refurbished student space to create a new student clubs' space and student lounge.
  - Refurbished student space to create an Esports students' space on campus.
  - Replacement of gym equipment.
  - Postgraduate student events aimed at career readiness.

## 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 after consultation with student representative groups. The proposal process requires a stated business case for the activity and the identification of 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.

- Increased SSAF funding provides enhanced Mental Health and Wellbeing services.
  - Mental Health services provided over 3000 times in the year.
  - Counselling Consultations were held with over 2700 students.
  - Appointments were made with over 1000 vulnerable students.
  - Piloted a "Prioritise your Wellbeing" in-class workshop to over 600 students.
  - Wellbeing support line available 24/7 and 365 days in the year. Over 700 contacts made to the support line.
  - Additional mental health and wellbeing staff.

- Several pop-up mental health activities occurred at the Gold Coast and were well engaged with by students.
- SSAF funding is used to establish and enhance sport and recreation services and facilities including:
  - Creation of an Esports space at Nathan Campus.
  - Improvements and equipment at university fitness facilities across Logan, Mt Gravatt and Nathan Campuses
  - Supported the UniSport Nationals at the Gold Coast
  - Year-on-year growth in social sport competitions
- SSAF is used for financial support for students, especially as cost-of-living was identified as a major issue for students in 2023.
  - 15,000 students used the free fruit and vegetables services.
  - Over 1500 students used the food pantry service at Logan and Nathan campuses. This service partnered with Second Bite to redirect food to students.
  - Meal discount vouchers supplied to over 10,000 students.
  - Emergency financial, welfare and accommodation support was provided.
  - 10,344 students supported with free access to period products across multiple campuses in partnership with Libra.
- SSAF provides additional study and careers support.
  - Assignment assistance, peer tutoring and resume editing
  - Gold Coast campus implemented Schedule Assist peer mentoring, improved online modules for the Learning Hub, and the launch of the Academic Mentoring program to help students adapt to university life.
  - 50 candidates participated in the PhD Emerging Industry Leaders Program

# SSAF Revenue Summary

	2023 Allocation \$ <sup>1</sup>	2023 Actual \$
SSAF Revenue	\$9,972,236	\$9,814,196
SSAF revenue carried forward from 2022	\$6,362,000	\$6,362,000
<b>Total SSAF funds available for 2023</b>	<b>\$16,334,236</b>	<b>\$16,176,196</b>
SSAF revenue carried over into 2024	\$6,000,000 <sup>2</sup>	\$6,060,745

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

<sup>2</sup>Griffith University is currently progressing significant capital infrastructure works affecting multiple campuses. \$6,000,000 has been earmarked for the construction of modern student spaces and amenities. The timing of the expenditure of these funds is dependent on the broader infrastructure works schedule.

# 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 2023 the maximum SSAF was \$326.

Student Status	2023 SSAF charged \$ <sup>2</sup>	Number of students charged in 2023 <sup>3</sup>
Full-time <sup>1</sup> (> 0.75 EFTSL)	\$7,046,048	23,082
Part-time <sup>1</sup> (< 0.75 EFTSL)	\$2,768,148	22,433
<b>Total:</b>		<b>45,515</b>

<sup>1</sup> 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.

<sup>2</sup> 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.

<sup>3</sup> 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	2023 SSAF charged	Approx. number of SSAF students remote learning 2023
Remote learning/Online only	\$2,327,418	22,401

# 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	2023 Total Allocation \$	2023 Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services
1. Health Services	\$2,264,152	\$2,008,401	Y	25500
2. Clubs or other associations	\$368,000	\$405,011	Y	20074
a. Sporting	\$50,000	\$42,253	Y	759
b. Internal student politics	\$	\$	N/A	158
c. Gender, sexuality, ethnicity, race, or nationality-based	\$38,073	\$21,500	Y	1105
d. Areas-of-study related e.g. law	\$101,115	\$57,622	Y	5027
e. Other activities e.g. music, debate, chess	\$13,844	\$8,024	Y	543
f. Other	\$	\$	Y	N/A
3. Employment/career services	\$510,000	\$478,289	Y	4700
4. Legal aid	\$0	\$0	Y	N/A
5. Other student amenities	\$725,000	\$720,412		
5.a. Providing food or drink to students on a campus of the higher education provider	\$59,960	\$59,960	N	16,000
5.b. Supporting a sporting or other recreational activity by students	\$2,991,159	\$2,991,641	Y	40,000
5.c. Helping students develop skills for study, by means other than undertaking, courses of study in which they are enrolled	\$1,424,274	\$1,468,195	Y	11,000
5.d. Giving students information to help them in their orientation	\$490,000	\$522,053	Y	22,500
6. Other - please provide description				

6.a. *Capital projects	\$6,490,619	\$549,983	N/A	N/A
6.b. **Aggregated Staff costs for services across all categories	\$650,000	\$782,107	N/A	N/A
<b>Total</b>	<b>\$16,176,196</b>	<b>\$10,115,451</b>		

\*Capital projects may be implemented across years although allocation in 2022. \$6,000,000 allocated for future student space and amenities capital projects.

\*\*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.

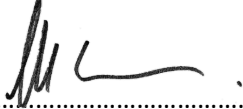
Organisations, bodies or third-party providers that received SSAF funding in 2023

Organisation Name <sup>1</sup>	Australian Business Number (ABN)	Supported Key Area	Total SSAF Funding Received \$	% of total SSAF Funding Received
Gold Coast Student Guild	54543741436	<ol style="list-style-type: none"> <li>1. Health Services</li> <li>2. Clubs or other associations</li> <li>3. Employment/career services</li> <li>4. Legal aid</li> <li>5. Other - Providing food or drink to students on a campus of the higher education provider</li> <li>7. Other - Supporting a sporting or other recreational activity by students</li> <li>8. Other - Helping students secure accommodation</li> <li>9. Other - Helping students with their financial affairs</li> <li>10. Other - Supporting an artistic activity by students</li> <li>11. Other - Supporting the production and dissemination to students of media whose content is provided by students</li> <li>12. Other - Helping students develop skills for study, by means other than undertaking, courses of study in which they are enrolled</li> <li>13. Other - Advising on matters arising under the higher education provider's rules (however described)</li> <li>14. Other - Advocating students' interests in matters arising under the higher education provider's rules (however described)</li> <li>15. Other - Giving students information to help them in their orientation</li> <li>16. Other - Helping meet the specific needs of overseas students relating to their welfare, accommodation and employment</li> </ol>	\$3,000,000	31%



## Declaration by Person of Authority

I, Professor Shaun Ewen, Deputy Vice Chancellor (Education) of Griffith University, 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.



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Signature of Person making Declaration

***Professor Shaun Ewen***

.....  
Full name of Person making Declaration

***Deputy Vice Chancellor (Education)***

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Position of Person making Declaration

27 June 2024

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Date