



**EURODIACONIA  
ANNUAL GENERAL  
MEETING  
8 – 10 June 2016  
Utrecht, The Netherlands  
DOCUMENT 5**  
*(decisions to be taken are listed at the end of  
the document)*

## Implementation of the Strategic Plan 2014 - 2016

### Operational and Financial Plans 2016 and Draft Budget for 2017

The Operational Plan for 2016, as in 2015, is designed to meet the strategic goals and outputs agreed at the 2013 AGM. The focus remains on the three goals yet there is also some welcome overlap between each Goal. The Plan combines meetings, networks, visits to and from members, publications and advocacy work which is designed to give multiple options for members to participate in the network as suits them best and is relevant to their interests and needs. Highlights of this plan will be presented at the AGM.

**NOTE as this is a very large document we have not included it in this document directly but it can be downloaded from the AGM webpage at**

**<http://www.eurodiaconia.org/events/agm-2016-will-be-hosted-by-kerk-in-actie-the-netherlands-from-8-to-10-june/>**

The Budget 2016 was approved at the 2015 AGM in the main headings. The Secretariat and the Supervisory Board then worked on the detail in summer 2015 so as to submit an application to the European Commission under PROGRESS in August 2015 for 2016. The application made was approved and funds awarded for 2016.

The Budget 2017 is presented so that we can have an agreed budget before the start of the next financial year along with a formal confirmation of the membership fee and the general commitment to the solidarity contribution. The Budget for 2017 is based on the expected costs in 2016. The expected membership fees for 2017 are also included for information and confirmation.





		BUDGET 2016			
<b>INCOME</b>		Budget	PROGRESS	ED	other grants
Other Income	Membership fees and solidarity contributions	152,690 €	120,100 €	32,590 €	
	Conference fees	9,000 €	9,000 €	0 €	
	Other Income	0 €			
<b>subtotal</b>		<b>161,690 €</b>	<b>129,100 €</b>	<b>32,590 €</b>	<b>0 €</b>
Project Income					
	Progress	516,350 €	516,350 €	0	
	Otto Per Mille	40 000			40 000
<b>sub total</b>		<b>556,350 €</b>	<b>516,350 €</b>	<b>0 €</b>	<b>40 000</b>
<b>Total Income</b>		<b>718,040 €</b>	<b>645,450 €</b>	<b>32,590 €</b>	<b>40,000 €</b>
<b>EXPENDITURE</b>		Budget	PROGRESS	ED	other grants
Staff					
	Staff Costs	447,707 €	447,707 €	0 €	
<b>sub total</b>		<b>447,707 €</b>	<b>447,707 €</b>	<b>0 €</b>	
Travel and Subsistence	Activities and travel				
	Attending Members Events	6,000 €	4,000 €	2,000 €	
	Healthy Aging and Long Term Care	3,500 €	3,500 €	0 €	
	Marginalisation and Exclusion	3,500 €	3,500 €	0 €	
	Roma	3,150 €	3,150 €	0 €	
	Annual General Meeting	25,000 €	18,400 €	6,600 €	
	Supervisory Board	10,640 €	10,640 €	0 €	
	breakfast meeting in the European Parliament	2,100 €	2,100 €	0 €	
	EU social Policies training	4,000 €	4,000 €	0 €	
	study visits from members	5,880 €	5,880 €	0 €	
	Visits to potential new members	1,000 €	1,000 €	0 €	
	Faith in Social Care seminar	6,300 €	6,300 €	0 €	
	youth entrepreneurship seminar	3,870 €	3,870 €	0 €	
	social policy challenges in urban areas	3,150 €	3,150 €	0 €	
	National Communications Links Network	3,500 €	3,500 €	0 €	
	Research Network/ReDi	3,750 €	3,750 €	0 €	
	EU presidency Meetings	2,700 €	2,700 €	0 €	
	Access campaign prep meeting	3,780 €	3,780 €	0 €	
	Social policy in the baltic area	5,400 €	5,400 €	0 €	
	Conference on Social services 1	5,400 €	5,400 €	0 €	
	Conference on social services 2	5,400 €	5,400 €	0 €	
	Breakfast meeting press representatives	400 €	400 €	0 €	
	Student placement project	800 €	800 €	0 €	
	Lunch debate social policy/homelessness	1,500 €	1,500 €	0 €	
	Lunch debate log term unemployment	1,500 €	1,500 €	0 €	
	Project with South America (OPM)	40,000 €	0 €	0 €	40,000 €
<b>sub total</b>		<b>152,220 €</b>	<b>103,620 €</b>	<b>8,600 €</b>	<b>40,000 €</b>
Services	Website	2,000 €	2,000 €	0 €	
	Graphic Design	6,530 €	6,530 €	0 €	
	Web hosting	150 €	150 €	0 €	
	Document Distribution	1,500 €	1,500 €	0 €	
	Translation	2,880 €	2,880 €	0 €	
	Evaluation	6,000 €	6,000 €	0 €	
	Publications	9,100 €	9,100 €	0 €	
	Accountancy	8,400 €	8,400 €	0 €	
	researcher	5,000 €	5,000 €	0 €	
	Resources for strategic planning	13,000 €		13,000 €	
	IT maintenance	1,600 €	1,600 €	0 €	
<b>sub total</b>		<b>56,160 €</b>	<b>43,160 €</b>	<b>13,000 €</b>	<b>0 €</b>
Administration	Depreciation of Equipment	4,153 €	4,153 €		
	Rental of Rooms	2,000 €	2,000 €		
	Audit Fees	2,700 €	2,700 €		
	Office Rent	28,000 €	26,250 €	1,750 €	
	Bank Fees	1,240 €	840 €	400	
	telecommunications	2,800 €	2,800 €		
	Office supplies, IT consumables	4,500 €	4,500 €		
	insurances	720 €	720 €		
	office equipment	1,500 €	700 €	800	
	team meetings	600 €	600 €		
	Membership fees - job advert - legal formalities - conference fees	5,900 €	5,700 €	200 €	
<b>sub total</b>		<b>54,113 €</b>	<b>50,963 €</b>	<b>3,150 €</b>	<b>0 €</b>
<b>Total Expenditure</b>		<b>710,200 €</b>	<b>645,450 €</b>	<b>24,750 €</b>	<b>40,000 €</b>
<b>surplus/deficit</b>		<b>7,840 €</b>	<b>0 €</b>	<b>7,840 €</b>	<b>0 €</b>





## PROPOSED BUDGET 2017

<i>INCOME</i>		GLOBAL	PROGRESS	ED	
solidarity contributions and membership fees		154515	119,600.00	34,915.00	
<b>sub total</b>					
	Conference fees	10000	10000		
<b>subtotal</b>		<b>164515</b>	<b>129600</b>	<b>34915</b>	
Project Income					
	<b>PROGRESS 80%</b>	518,400.00	518,400.00	0	
	<b>Otto Per Mille</b>	40000		40000	
<b>sub total</b>		<b>558,400.00</b>	<b>518,400.00</b>	<b>40,000.00</b>	
<b>Total Income</b>		<b>722,915.00</b>	<b>648,000.00</b>	<b>74,915.00</b>	
<i>EXPENDITURE</i>					
<b>sub total</b>		<b>Staff Costs</b>	451000	451000	0
<b>sub total</b>		<b>Activities including travel and accommodation</b>	150000	100000	50000
<b>sub total</b>		<b>Services</b>	58000	45000	13000
<b>sub total</b>		<b>Administration</b>	58000	52000	6000
<b>Total Expenditure</b>		<b>717000</b>		<b>69000</b>	
<b>surplus/deficit</b>		<b>5,915.00</b>	<b>0</b>	<b>5,915.00</b>	





## **Membership Fees and Solidarity Contribution 2016**

Members will recall the decision taken at the 2013 AGM to revise the membership fee system. The final agreement was to build a membership fee system on the following:

### *Basis*

*The Eurodiaconia Membership Fee system will be based on the following elements:*

- 1) A basic membership fee as agreed by each Annual General Meeting on a proposal from the Supervisory Board*
- 2) An adjustment to that base fee based on the EU GDP ratio as published by the European Union in its most recent statistics prior to the 2013 Annual General Meeting and subsequently reviewed on a yearly basis prior to each Annual General Meeting*
- 3) For national members consisting of multiple organisations – so called umbrellas – an additional levy is payable of an amount agreed by each Annual General Meeting on a proposal from the Supervisory Board*
- 4) For members of a pan European character – e.g. an organisation with members in more than one country only the basic membership fee is payable*
- 5) Members who wish to pay a solidarity contribution are invited to do so at a similar level to the previous years.*

On the basis of the above a check has been made of the GDP figures for each country where there are members of Eurodiaconia and the membership fees have been adjusted accordingly.

The full list can be found in Document 5 Annex 1





## Decisions to be taken

1. That the operational plan for 2016 is approved
2. That the Budget for 2016, as revised by the Supervisory Board after adoption by the 2015 AGM is noted.
3. For the year 2017 the Annual General Meeting agrees the following:
  - That the basic membership fee be 1500 € per member as in 2016
  - That the basic membership fee will be adjusted by GDP based on the latest figures available (December 2015)
  - That the levy for the multiple members of umbrella organisations be 100 € per component organisation as in 2016
  - That members of a European character will pay a membership fee of 1500 € as in 2016
  - That the membership fees, levies and anticipated solidarity fees payable are as presented in Document 5
4. That the draft budget for 2017 is approved, including the agreed membership fees and a commitment to the proposed solidarity contributions in accordance with Chapter II article 12 and Chapter IV of the Eurodiaconia Statutes

