

VSE ANNUAL GENERAL MEETING

27th August 2020, 15.00 – 18.00 Brussels time

Held: ONLINE

AGENDA

Supporting Documents to the General Meeting

1. Agenda
2. Financial report/Annual accounts
3. Activity report for 2019
4. Brief update on VSE work
5. Presentation of VSE strategic planning 2021-2025
6. Nomination letter and form

1.	15.00-15.10	Opening and welcome President João Lázaro
2.	15.10-17.00	Management Team Report – 2020 <ul style="list-style-type: none">• Financial report/Annual accounts• Activity report for 2019• Presentation of new members• Brief update on VSE work 2020 and planning for 2021• Presentation of VSE strategic planning 2021-2025
3.	17.00-17.30	Re-election/Nominations of Executive Board Members
4.	17.30-18.00	Any other business

Minutes of the General Meeting
19 November 2019 (15:30 – 18:00)

Held at the Portuguese Permanent Representation to the European Union
Brussels, Belgium

KEY		
João Lázaro	JL	President
Helgard van Hüllen	HVH	Vice President
Richard Olszewski	RO	Vice President
Levent Altan	LA	Executive Director
Geraldine Hanna	GH	Treasurer
Livia Pancic	LP	Board Member
Aleksandra Ivankovic	AI	Deputy Director
Ruth Shrimpling	RS	Policy Officer
Léa Meindre-Chautrand	LMC	Policy Officer
Ines Nunes de Freitas	INF	Project Officer
Marina Kazakova	MK	Communications Officer

1. President's Welcome Speech

President JL welcomes all those present for the Annual General Meeting and thanks the VSE TEAM for organising the annual conference which took place on June 14, 2019. JL gives the floor to LA.

LA informs that VSE has been awarded the EU tender for the Centre of Excellence pending a 10 day appeal period and that Victor will be the manager of that centre. Victor says that he resigns from Victim Support Netherlands in December, but he will keep in contact because of his new position.

2. Minutes

LA greets everyone present and asks to look at the minutes of the last General Meeting dated 14 June 2019 in Strasbourg. LA goes through the minutes and they are approved unanimously with no corrections. GH comments that, for future minutes, the list of present members could be included. There are no objections to the suggestion.

LA hands over to JL to provide an overview of VSE's main 2019 activities.

3. VSE Management Team Report – 2019 Activities

3.1. Annual Report – Achievements in 2019

JL welcomes the 3 new members of the VSE Brussels office team, as Project Officer Inês Nunes de Freitas, and Janina Ellsäßer and Myriam Erquicia León as new Intern-Policy Assistants, and the team members introduces themselves.

JL continues that in 2019 VSE maintained strong contacts and was highly active in building new collaborations with a broad range of stakeholders: such as the EU institutions, European human and victims' rights NGOs, the UN Advocate for Victims' Rights, UN Expert Group on Terrorism, OSCE, and Council of Europe. Moreover, VSE was this year given participatory status to the Council of Europe.

JL mentions the 2019 VSE publications:

- Vociare Report that includes 26 national reports and a Synthesis report (in collaboration with partners)
- Review of compensation for victims of crime, and recommendations to the EU.

JL also mentioned additional publications that are due for the end of the year, including:

- Annual report on EU and ECHR case law on victims issues
- Data Protection Paper
- National Victim Support Framework Report
- Training Manual on Supporting Victims Of Online Hate Speech (in collaboration with Twitter)

JL also mentioned the events held in 2019:

- VSE Annual Conference in Strasbourg
- VSE Annual Autumn Conference in Brussels
- Brussels-based EU NGO Round Table
- 4 Regional and National Meetings
- 1 Centre of Excellence workshop
- 3 Staff Exchange Meetings
- Over 10 workshops and trainings

JL mentions that VSE has 5 new members in 2019, making a total of 58 members from 30 countries.

To continue with numbers, JL give the floor to our Treasurer Geraldine Hanna.

3.2. Financial Report and Approval of Annual Accounts

GH introduces the financial overview of 2019. VSE had a 20% increase in income this year. It is expected to have the same increase next year. Following the strategy to reduce dependence on the Operating Grant (OG), this year the OG funding has reduced by 10% as a proportion of total VSE budget. Whilst the year has been very successful, the end of a large World Bank Project coupled with increased costs due to VSE's growth will result in a maximum deficit in 2019 of **XXX**. However, a number of additional incomes are expected which could help reduce this in 2019 and increase income in 2020. There continues to be the need to come up with sustainable solutions and projects to ensure funding. No objections were raised on the financial report.

3.3. Presentation of New Members

RS welcomes 5 new VSE members. In Strasbourg, RS already mentioned 2 of them: Natal, an Israeli organisation, and Olivier Lauwers, who works for the Belgian Compensation authority. Since the Strasbourg Conference, 3 other organisations have joined: Federation for Victim Assistance (Ireland), Associazione Spondé (Italy) and Humanitarian Law Centre (Serbia).

3.4. Overview of VSE's 2019 Activities

LA makes an overview of VSE thematic priorities for the year:

- Cybercrime: VSE's ongoing priority. An internal strategy to guide VSE actions will be developed, engaging with social media to develop relevant training.
- Terrorism: Priorities in this area are to strengthen the response network, continue engagement with world experts and publish guidance and participate in new counter terrorism projects.
- Hate crime: new focus on hate crimes, better understanding victims' issues and the needs of VSE members on this area.
- Enforcement of rights: VSE will publish findings on the implementation of the Victims' Rights Directive and press for its implementation by Member States. VSE will also develop a clearer vision on what should constitute national victim services.

- Influencing the next 5 years of the new Commission and Parliament: VSE will develop material to engage potential MEPs and will develop specific calls for the new Commission and Parliament (e.g. Compensation, Helplines across Europe).

AI makes an overview of the Capacity Building Activities, made to support VSE members as well as partner organisations to develop their national support services related to victims:

- **Centres of Excellence:** 3 online meetings were organised as well as a workshop in Tallinn. A task force has been established to develop a position paper on the importance of 116 006 helplines.
- **Regional events:** LP presented these activities. Capacity Building activities were continued with countries where generic national victim support services do not exist yet or are underdeveloped, particularly focusing on the region with new or aspiring EU Member States, very broadly defined as South-East-Central Europe. The meetings were a great success and a start for more cooperation.
- **Staff exchange:** In 2019, 7 VSE members participated in staff exchanges (Croatia, Czech Republic, Scotland, Germany, the Netherlands, Serbia and Portugal). These activities will keep going in 2020.
- **Standards and accreditation:** VSE accreditation continued in 2019 with Slachtofferhulp Nederland. The process with France Victimes has been postponed due to the significant workload they face. As part the VSE 2021 Strategy the accreditation process will be reviewed to see if a more efficient approach could be implemented. This would result in a faster and more independent take up of the standards and review process.
- **Support VSE's sister organisation Victim Support Asia (VSA):** VSE continues to assist VSA through for example support for their 2020 Conference in Jakarta, participation in Board meetings and support for project applications etc.
- **Supporting VSE members:** in November 2019, VSE had a unique opportunity to meet the Finnish Deputy Minister of Justice where the future of victims' rights in Finland and its upcoming presidency at the EU where discussed.
- **VSE Training:** VSE expanded its training activities by providing three days of training to the Korean Police and the Human Rights Commissioner. VSE also provided training to members on online hate speech. This will next be converted to an online training module available through the VSE intranet. VSE is also looking at delivering more detailed training online through webinars, etc. VSE wants to professionalise its training services. VSE will also look into more creative training approaches.
- **Policy papers:** VSE will publish a Compensation Policy Paper.

LA talks about VSE's work with others as EU and international advocacy.

- **Policy and advocacy on EU legislation:** VSE continues its cooperation with EU institutions. VSE has new connections with DG HOME on terrorism, cybercrime, child sexual exploitation and confiscation of criminal assets. VSE has also supported the EC and the EP to include victim's rights in a range of EU legislation.
- **Synergies with other European and global organisations:** strengthened cooperation with the World Bank, United Nations, etc. VSE also continues cooperating with other EU NGOs. For example, VSE organised the EU NGO roundtable with representatives from different NGOs based in Brussels as well as the European Commission. VSE has also established new relations with the Council of Europe and will carry out work for them on case management systems in Spain. VSE increased its cooperation with the private and public sector and campaigning with new partners. VSE is also trying to increase work with the UN Victims Advocate, the UN Office on Drugs and Crime, and the UN Counter Terrorism office to promote rights of all victims. VSE has strong cooperation with organisations working on victims' of terrorism rights all over the world.

RS speaks about the VSE approach to membership, about the outreach efforts and plans to engage more with members. The idea is to improve the current approach to membership. RS leads on the issue of membership and is the main contact point on these issues. In order to gain more members, VSE is simplifying its applications form. This will be set up at the same time as the new intranet, though it will longer be linked to the intranet. VSE has new membership visual materials and also offers support during the application process to improve the system. For existing members, VSE has plans to improve communication. Members can contribute and say what is going well and what can be improved in VSE's relationship with members.

MK makes an overview of communication and events.

Concerning external communications, there has been a strong focus on developing the new intranet and campaigning in collaboration with other partners. In 2019, the priorities were supporting victims of all kind of crimes, as well as victims of terrorism. VSE held a number of campaigns including on for the EU elections held in 2019 and a substantial campaign entitled "Crime is Crime, even online". In 2020, VSE's goal is to strengthen VOIARE's social media footprint during the European Day of Victims of Crime on the 22 February. The possible theme will be One Voice, One Cause – which will allow all organisations to come together behind the day.

Concerning internal communications, the new VSE intranet includes more information and is user friendly. MK shows the members how the intranet will look like after the modifications. The referral system and the knowledge database still need to be changed and improved. The aim is that by the end of 2019, MK will contact the members concerning their passwords. In 2020, the Annual Conference will be held in Berlin.

AI and INF provide an overview of the projects that are going on. The VSE approach is that VSE is not running after opportunities because there is money behind, but with priorities.

- **VOCIARE:** the biggest project so far. VSE will work with members to disseminate the important findings. The EC accepted the final report.
- **VICTORIA:** VSE is working with partners in 4 different countries. The findings will be presented in the final conference in Brussels at the end of February 2020.
- **IMUHVCS:** VSE is partnering with the Maltese police to provide training in Malta: The Maltese authorities are setting up a multi-disciplinary unit which will fall under the Victim Support unit of the Maltese force, which will provide support and advice to victims of hate crime.
- **CREST:** a 3 year project funded by the EC and coordinated by the Romanian Special Police. The aim of the project is to improve the use of big data in the fight against terrorism. VSE will provide a victim and human rights centred approach to the project by developing training for the public on what to do in the event of an attack.
- **PREVICT:** VSE is leading this EU funded project. The aim is to improve victims' understanding and awareness of their rights and how to obtain support from the EU. This project counts on the expertise of a consortium composed of 8 organisations and it will be delivered in 6 countries (Albania, Croatia, Hungary, Lithuania, Portugal and Malta).
- **COUNTRACT:** APAV is leading this project focused on counter-radicalisation and VSE has a small role on dissemination.
- **INHERE:** coordinated by the University of Ghent, is a project on migrant women victims of gender based violence.
- **OSCE:** VSE has strengthened its relations with the OSCE this year in particular through collaboration in a project in Serbia on individual needs assessments.
- **COUNCIL OF EUROPE:** VSE is now working with the Committee on the Efficiency of Justice (CEPEJ) to provide expertise and help them prepare a report on case management for victims.

AI presents future projects. VSE has been awarded the decision (subject to appeal) to run the European Centre of Excellence on Victims of Terrorism is already a present one, as VSE has been chosen to lead it. VSE is also resubmitting an application for funding for a project on the use of facility dogs to work with vulnerable victims.

Other funding opportunities for members will be available in the coming months (Erasmus, Justice and rights, equality and citizenship programmes, United Nations Victims Trust Fund call for applications) and VSE encourages and supports members to be involved in these projects. Two EU programmes are expected to be launched in the next couple of months.

3.5. Forward look – 2020

LA reflects that a range of activities can be considered business as usual. These activities which are held every year are not detailed during the meeting. They include:

- Annual conference and Gala
- Centres of excellence meetings and workshop
- Staff Exchange
- Regional Exchange (expand to other areas)
- National Meetings – Greece, Italy, Lithuania, Ireland, Croatia?
- EU Case law
- Conferences, EU engagement, international engagement
- Standards and accreditation – but review – establish self-assessment process through intranet. Possibly develop guidance and documentation to support the process.
- Workshop and training module
- EU NGO round table and bilateral co-operation with EU NGOs.
- Terrorism response network (improve its operation – templates, protocols, cross border referral)

LA mentions publications that will be produced next year:

- Victims' Rights Directive - Review of specific issues of the victims directive (connecting to wider non-EU relevance – needs assessment/ intake, communications etc. – part of VSE strategy)
- National Framework for Victim Support Services
- VSE Strategy 2021 – 2025
- Policy Paper – 116 006 and helplines
- Data Protection Guidance Document
- Good practice models of national compensation schemes

LA mentions future activities concerning advocacy:

- EU Victims Strategy: VSE will need to provide input.

- Gender Based Violence: VSE has to make sure to influence the new EU Gender Equality Strategy and ensure the EU ratification of Istanbul convention/ new Directive.
- E-evidence proposal
- EU Multi-annual financial Framework: VSE should ensure that:
 - Victims are mentioned in every funding programme (especially H2020, Erasmus, health and education, structural funds,
 - There is an increase in the budget to the sector for larger scale project
 - The approach is changed and projects can be funded up to 100%
 - Support for state, NGO, university and private sector co-operation exists
- Data protection – co-ordination with EU data protection supervisor
- European Parliament: VSE should increase its engagement with it.
- UN – Crime Congress – Japan

Concerning the internet, LA mentions that VSE is looking to widen the information it provides on its websites. For example, by taking the information about VSE members and including it in the interactive maps. This will make victims' referral easier for everyone. VSE will also develop its referral system on the intranet ensuring it is fully GDPR.

LA highlights that at the national level there is the need to have a national victim support organisation, but in fact, there is the need for broader mechanisms. The justice, health and private sectors need also to be involved. VSE will develop a policy paper to help governments and the whole community to understand this whole system. VSE needs to be in constant consultation with members.

LA also highlights that VSE needs to work on the 5 years strategy. For the last strategy, VSE was late on it. This year, the process of consultation will start earlier. The first thing that should be done is to confirm that we don't need a review of the whole strategy. Rather, some things can be maintained such as the values, the mission and the bigger objectives. Ideally, the focus for the next strategy will be to check the more detailed actions that need to be implemented and to establish appropriate objectives. VSE will create a working group where a draft on ideas and priorities will be created. VSE will draft it and send it to members for comments. A final draft will be sent to all members. VSE expects to have the final draft for October 2020, to be adopted in the Autumn Conference in November 2020.

AI makes a presentation on the reserves and investment policy. A draft has been presented to the Board. VSE's idea is to have reserves in order to cover 3 months of full time work for all the staff. This will enable all the activities to keep running for those 3 months in case there is a sudden large loss of income. VSE's reserves at the moment amount to around 200.000 Euros which is almost enough to cover the full reserves policy.

Regarding investments a question was raised on how this would operate. VSE emphasised that it is not looking at risky investments and adventures such as shares. Rather it just wants to see if there are ways to benefit from savings e.g. by putting money into a high interest savings account. Certainly, VSE is considering ethical investments. GH explains that guidelines will need to be developed to cover e.g. no high-risk investment, ethical investment, etc.

4. Re-election of Executive Board Member

LA mentions that there is the need to vote for the re-election of Livija Plancic as Board Member. LA asks her to present herself. LA asks the members to vote with secret ballot.

5. Address change

LA mentions that VSE office has moved to the new office located in Rue Froissart 123-133, 1040 Brussels, Belgium. AI mentions that the registration of the new address has not been done because the old address is written in the Constitution. The proposal is to change this in the Constitution and remove any mention to the exact address by just mentioning the city. GH asks members to vote. The resolution is approved by unanimity.

6. Any other business

LA announces the elections' results: Re-election of Board member Livia Plancic accepted by unanimity.

7. Concluding Remarks

HVH concludes the Annual General Meeting by thanking everyone present for their work.

Item	Financial Overview – on 31 December 2019
Purpose	To be presented in the General Meeting 27 August 2020
Authors	Mazen Siufi, Finance Officer
Date	17 March 2020

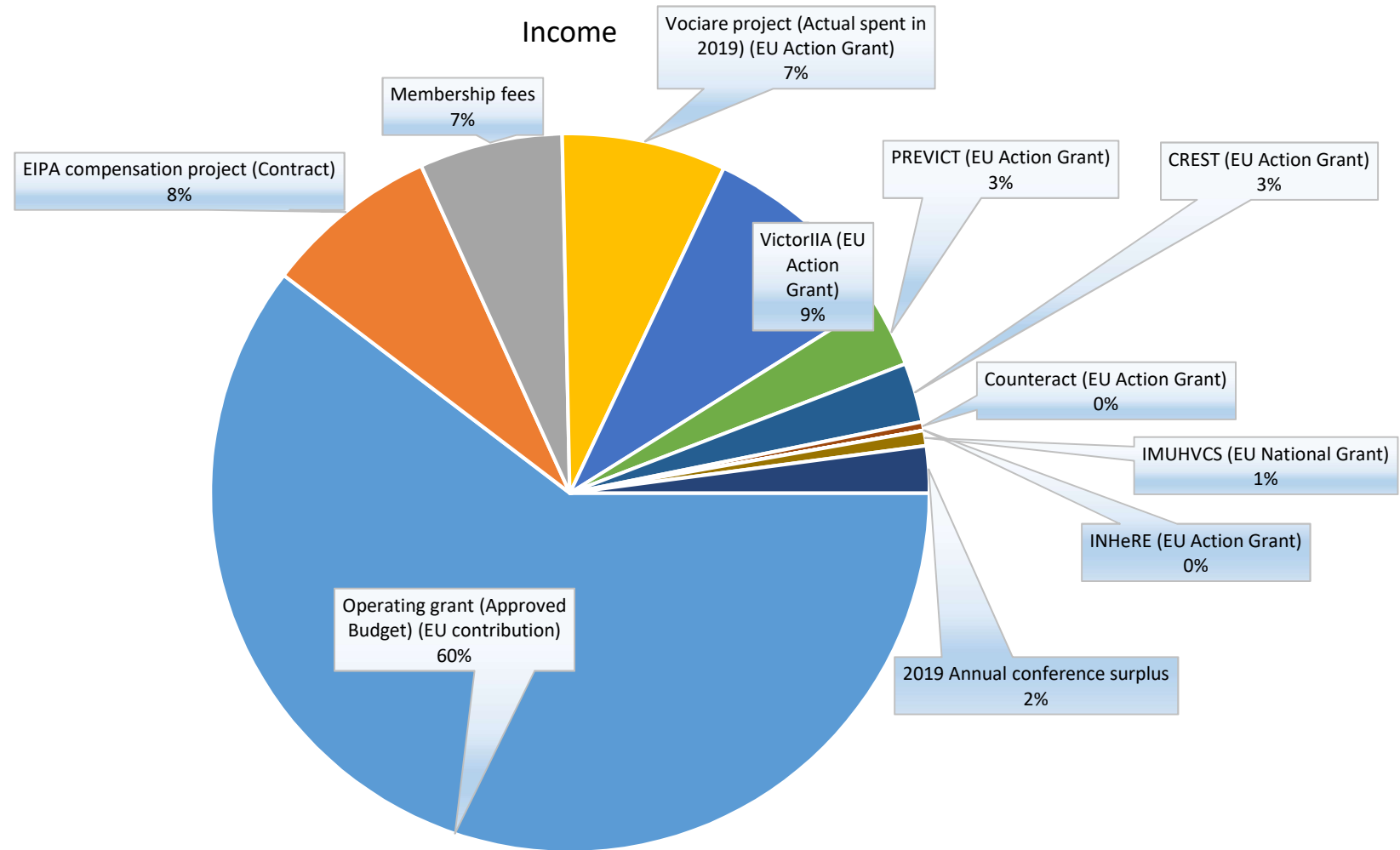
31 December 2019 - VSE position overview

1- Income:

Total VSE income for 2019 is **€665,081**, which represents **5%** increase compared to **€633,893** income from 2018.

Sources of income (Actual spent from each grant):

Source of income	Amount
Operating grant (Approved Budget) (EU contribution)	€ 401,386
EIPA compensation project (Contract)	€ 52,300
Membership fees	€ 42,810
Vociare project (Actual spent in 2019) (EU Action Grant)	€ 49,154
VictorIIA (EU Action Grant)	€ 60,202
PREVICT (EU Action Grant)	€ 20,286
CREST (EU Action Grant)	€ 17,801
Counteract (EU Action Grant)	€ 2,587
INHeRE (EU Action Grant)	€ 0
IMUHVCS (EU National Grant)	€ 4,555
2019 Annual conference surplus	€ 14,000
Total	€ 665,081

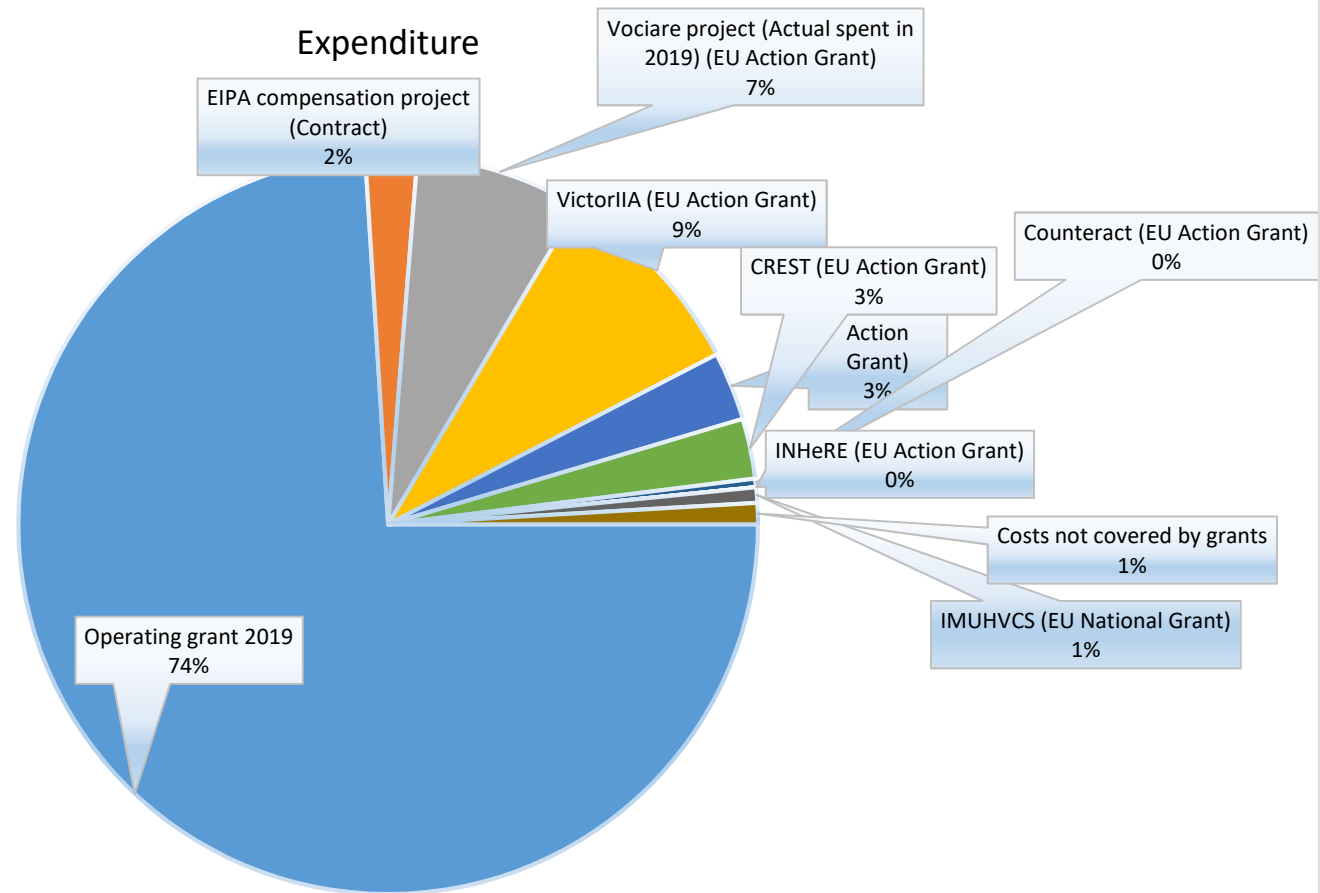


- Operating grant (Approved Budget) (EU contribution)
- EIPA compensation project (Contract)
- Membership fees
- Vociare project (Actual spent in 2019) (EU Action Grant)
- VictorIIA (EU Action Grant)
- PREVICT (EU Action Grant)
- CREST (EU Action Grant)
- Counteract (EU Action Grant)
- INHeRE (EU Action Grant)
- IMUHVCS (EU National Grant)
- 2019 Annual conference surplus

2- Expenditure:

Total VSE expenditure at the end of 2019 € **677,996**, which represents **12%** increase compared to € **604,432** in 2018:

Source of expenditure	expenditures on Dec 2019
Operating grant 2019 (approved budget : 530,574)	€ 501,732
EIPA compensation project (Contract)	€ 15,400
Vociare project (Actual spent in 2019) (EU Action Grant)	€ 49,154
VictorIIA (EU Action Grant)	€ 60,202
PREVICT (EU Action Grant)	€ 20,286
CREST (EU Action Grant)	€ 17,801
Counteract (EU Action Grant)	€ 2,587
INHeRE (EU Action Grant)	0
IMUHVCS (EU National Grant)	€ 4,555
Costs not covered by grants (e.g. Travel for members from/to non-eligible countries, Insurance, bank charges etc..)	€ 6,279
Total	€ 677,996



- Operating grant 2019
- Vociare project (Actual spent in 2019) (EU Action Grant)
- PREVICT (EU Action Grant)
- Counteract (EU Action Grant)
- IMUHVCS (EU National Grant)
- EIPA compensation project (Contract)
- VictorIIA (EU Action Grant)
- CREST (EU Action Grant)
- INHeRE (EU Action Grant)
- Costs not covered by grants

3- Summary of Income and Expenditure (by project):

Summary of Operating and Action Grants (2019)				
Budget Heading	Approved budget (2019)	Anticipated spending	Remaining Balance	% of spending end of 2019
Operating Grant 2019 / The end date of the grant: 31/12/2019	530,574	501,732	28,842	94.56 % (93.50% was in 2018)
Vociare: ended on 31/05/2019	48,690	49,154	-469	100.95%
VictorIIA / The end date of the grant: 31/03/2020	81,319	60,202	21,117 (moved to 2020)	74%
PREVICT / The end date of the grant: 31/05/2021	35,955	20,286	15,669 (moved to 2020)	56%
CREST / The end date of the grant: 31/08/2022	44,868	17,801	27,067 (moved to 2020)	40%
Counteract / The end date of the grant: 31/12/2020	9,240	2,587	6,653 (moved to 2020)	28%
INHeRE / The end date of the grant: 31/10/2021	4,080	0	4,080 (moved to 2020)	0%
IMUHVCS / The end date of the grant: 30/09/2020	11,111	4,555	6,556 (moved to 2020)	41%
	765,837	653,230		85%

Summary of the Contracts (2019)				
Budget Heading	Approved budget	Spent	Remaining Balance	% of spending end of 2019
EIPA compensation project	52,300	15,400	36,900	29%
OSCE Project Contract 100%	8,000	0	8,000	0%
Council of Europe Contract 100%	8,050	0	8,050	0%
Total	68,350	15,400	52,950	29%

The table below sets out all expenditure, which is not directly covered by EU grants, and the confirmed unrestricted income available to cover that expenditure in 2019.

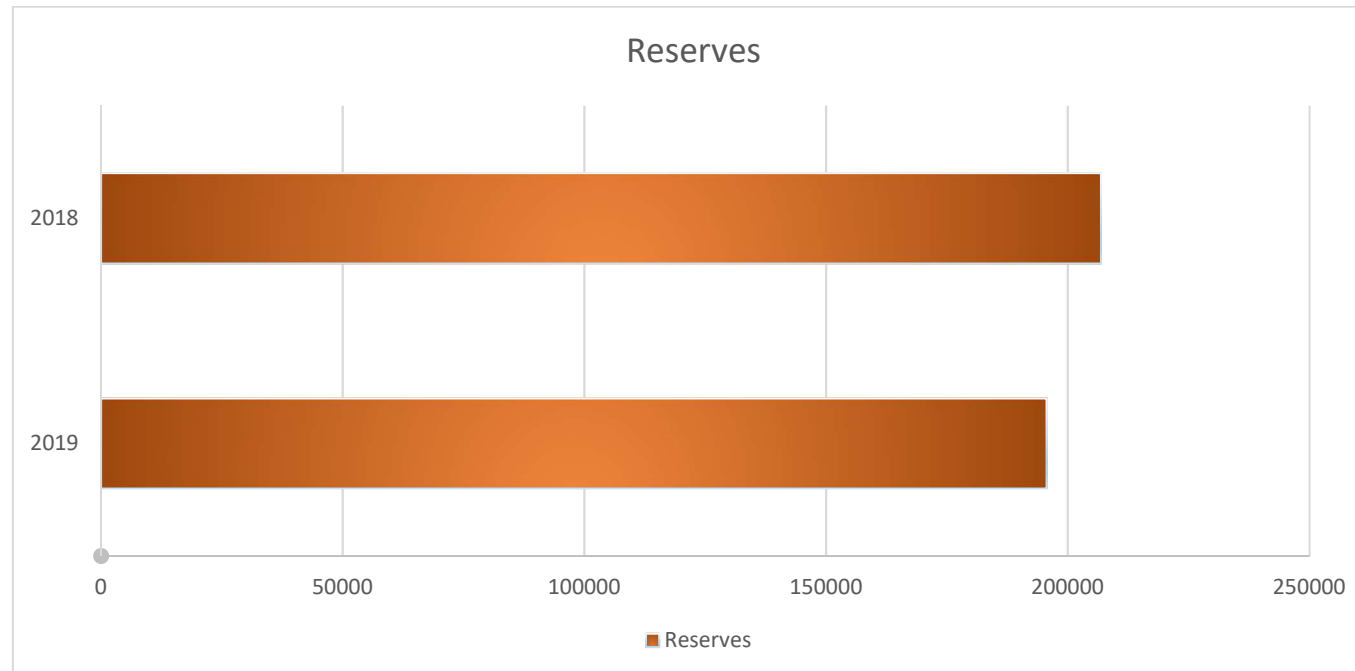
SUMMARY OF 2019 INCOME AND EXPENDITURE		
Costs	VSE contribution (2019) to the Operating Grant 20%	100,346
	VSE contribution (2019) to the VictorIla project 20%	12,040
	VSE contribution (2019) to the PREVICT project 20%	4,057
	VSE contribution (2019) to the CREST project 0%	0
	VSE contribution (2019) to the Counteract project 10%	259
	VSE contribution (2019) to the INHeRE project 20%	0
	VSE contribution (2019) to the IMUHVCS project 0%	0
	Costs not covered by grants	6,279
	Total costs	122,981
Income	Collected Memberships Fees	42,810
	OSCE Project Contract 100%	8,000
	Council of Europe Contract 100%	8,050
	EIPA compensation project	36,900
	GALA Event 2019	2,011
	Expected income from Annual conference	14,000
	Total Income	111,771
	Deficit in 2019	

4- Reserves:

- Level of reserves on 31st December 2018 was **€ 206,820**
- Anticipated level of reserves at end of 2019 is **€ 195,610**

5.5% decrease of level of reserves has been resulted in 2019

From our reserves position, reserves can cover VSE core overheads up to 5-6 months for paying salaries, bills, rent etc.



Summary of total lifespan of VSE Projects

Summary of Operating and Action Grants (full amount)				
Budget Heading	Approved budget (VSE Amount)	% of VSE contribution	Start Date	End date
Operating Grant 2019	530,574	20%	01/01/2020	31/12/2020
Vociare (Ended)	127,350	20% shared with other partners	01/09/2017	31/05/2019
VictorIIA	140,405	20%	01/09/2017	31/03/2020
PREVICT	123,275	20%	01/06/2019	31/05/2021
CREST	230,750	0%	01/09/2019	31/08/2022
Counteract	18,539	10%	01/01/2019	31/12/2020
INHeRE	32,641	20%	01/11/2019	31/10/2021
IMUHVCS	27,777	0%	01/07/2019	30/09/2020
	1,231,310	776,310		

Summary of Operating and Action Grants (full amount) + 2020 amounts					
Budget Heading	Approved budget (VSE Full Amount)	% of VSE contribution	Start Date	End date	Budget of 2020
Operating Grant 2020	537,200	20%	01/01/2020	31/12/2020	537,200
EU Centre of Expertise	565,320	0%	01/01/2020	31/12/2021	282,660
VictorIIA	140,405	20%	01/09/2017	31/03/2020	46,321
PREVICT	123,275	20%	01/06/2019	31/05/2021	72,698
CREST	230,750	0%	01/09/2019	31/08/2022	79,856
Counteract	18,539	10%	01/01/2019	31/12/2020	15,952
INHeRE	32,641	20%	01/11/2019	31/10/2021	17,804
IMUHVCS	27,777	0%	01/07/2019	30/09/2020	23,222
	1,675,907				1,075,713

Summary of Operating and Action Grants (Anticipated spending) 2020					
Budget Heading	Budget of 2020	% of VSE contribution	Anticipated spend	VSE contribution	Balance
Operating Grant 2020	537,200	20%	515,712	103,142	21,488
EU Centre of Expertise	282,660	0%	195,907	0	86,753
VictorIIA	46,321	20%	46,321	9,264	0
PREVICT	72,698	20%	72,698	14,540	0
CREST	79,856	0%	44,267	0	(Moving to next year) 35,589
Counteract	15,952	10%	15,952	1,595	0
INHeRE	17,804	20%	17,804	3,561	0
IMUHVCS	23,222	0%	23,222	0	0
	1,075,713		931,883	132,102	143,830

Item	Financial Overview – on 30 June 2020
Purpose	To be presented in the General Meeting 27 August 2020
Authors	Mazen Siufi - Finance Officer, Levent Altan - Executive Director
Date	10 July 2020

30 June 2020 - VSE position overview

1- Income:

Total VSE income (approved grants and contracts) for 2020 is **€882,008**, which represents **33%** increase compared to **€665,081** income from 2019.

Sources of income (Budgets for 2020):

Source of income	Amount
Operating grant (Approved Budget) (EU contribution)	€ 429,760
EU Centre of Expertise (2020 VSE Amount)	€ 156,100
Membership fees	€ 48,250
VictorIIA	€ 38,366
PREVICT	€ 72,698
CREST	€ 79,856
Counteract	€ 15,952
INHeRE	€ 17,804
IMUHVCS	€ 23,222

The main reason for this increase is that in 2020, VSE started the contract of EU Centre of Expertise and has a larger income from the action grants (mainly PREVICT and CREST).

The EU Centre of Expertise amount is the VSE share in 2020 (the amounts that will be paid to partners are not included)

2- Expenditure:

Total VSE expenditure at the end of 2020 is anticipated to be **€ 789,955**, which represents a **16.5%** increase compared to **€ 677,996** in 2019:

NB – Dec 2020 Anticipated spend includes expenditure agreed at EB to use some of underspend e.g. on training development, promotion of activities.

Source of expenditure	Amount June 2020	Anticipated on Dec 2020
Operating grant 2020 (approved budget : 537,200)	€ 187,762	€ 485,210
EU Centre of Expertise	€ 43,664	€ 102,550
VictorIIA	€ 38,366	€ 38,366
PREVICT	€ 24,584	€ 67,486
CREST	€ 23,610	€ 40,266
Counteract	€ 5,371	€ 15,661
INHeRE	€ 9,811	€ 16,199
IMUHVCS	€ 11,754	€ 18,607
Costs not covered by grants (e.g. Travel for members from/to non-eligible countries, Insurance, bank charges etc..)	€ 3,121	€ 5,610
Total	€ 348,043	€ 789,955

3- Summary of Income and Expenditure (by project):

Summary of Operating and Action Grants (2020)				
Budget Heading	Approved budget (2020)	Anticipated spending	Remaining Balance	% of spending end of 2020
Operating Grant 2020 / The end date of the grant: 31/12/2020	537,200	485,210	52,022	90.3 % (94.16 % was the spend in 2019) NB – expected spend presented to EB was 76%. Current calculation based on agreed use of underspend.
VictorIIA / ended 30/04/2020	41,160	38,366	2,794	The project ended in April 2020, the percentage of spending of the entire project of (€135,244) is 98%
PREVICT / The end date of the grant: 31/05/2021	72,698	67,486	5,212	93%
CREST / The end date of the grant: 31/08/2022	79,856	40,266	39,590	50%
Counteract / The end date of the grant: 31/12/2020	15,952	15,661	291	98.5% of the total budget
INHeRE / The end date of the grant: 31/10/2021	17,804	16,199	1,605	91%
IMUHVCS / The end date of the grant: 30/09/2020	23,222	18,607	4,615	80%
	787,892	681,795		87%

Taking into account that a number of projects will continue running into 2021, the 90% spend compared to total budget is primarily due to a restriction in activities because of Covid19 and use of underspend in different ways than originally foreseen. In particular, the cancellation of face to face events and a ban of the travel. This amount would be returned to commission if we don't use it in 2020. The underspend from ongoing action grants could be moved to be spent in the following year until the end of the grant. We would expect to use almost all the budgets from our projects assuming restrictions are not in place in 2021.

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Summary of Contracts				
Budget Heading	Approved budget	Spent	Remaining Balance	% of spending end of 2020
EU Centre of Expertise	156,100	102,550	53,550	66%
Total	156,100	102,550	53,550	66%

The remaining balance of this contract would be used as unrestricted income to cover the VSE contribution.

Conclusion		
Costs	VSE contribution to the Operating Grant 20%	97,042
	VSE contribution to the VictorIIa project 20%	7,673
	VSE contribution to the PREVICT project 20%	13,497
	VSE contribution to the CREST project 0%	0
	VSE contribution to the Counteract project 10%	1,566
	VSE contribution to the INHeRE project 20%	3,240
	VSE contribution to the IMUHVCS project 0%	0
	Costs not covered by grants	5,610
	Total costs	128,628
Income	Collected Memberships Fees	48,250
	EU Centre of Expertise	53,550
	Total Income	101,800
Deficit in 2020		26,828

The deficit of 26, 828 EUR is based on VSE using the operating grant underspend (up to 73k)

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VSE would use the 125k underspend from the operating grant on alternative deliverables.

Using 73K from the underspend will increase the expenditures of OG to **€485,210** which present 90% of OG. That would increase the deficit to be **€26,828** in 2020

4- Reserves:

- Level of reserves on 31st December 2019 was **€ 195,610**
- Level of reserves on 31st December 2020 is **€ 168,782** (this represents a 14% reduction in our reserves).

VSE committed to move towards a reserve level of €223, 500. The €168, 762 reserve level leaves VSE, €55,000 short which represents about a 1.5 month reduction in how long VSE could operate without any income. The objective is to how reserves to be able to operate for 6 months.

Whilst it presents a risk, VSE EU framework contract runs until end 2021. EU Commission has also just confirmed that there will be no reduction in the DG Justice budget for victims. This places VSE in a much safer position that anticipated, though of course there are always risks.