

<b>Item</b>	Financial Information – on 31 December 2017 and 2018 forecast <b>CONFIDENTIAL INFORMATION – NOT TO BE DISCLOSED</b>
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<b>Purpose</b>	For Information
<b>Authors</b>	Sanjin Buzo, Financial Officer
<b>Date</b>	<b>30 April 2018</b>

### 31-12-17 VSE position overview

- Income:**

Total VSE cash-based income for 2017 was **€ 811 425** that represents 208% increase comparing to 390.128 € income from 2016.

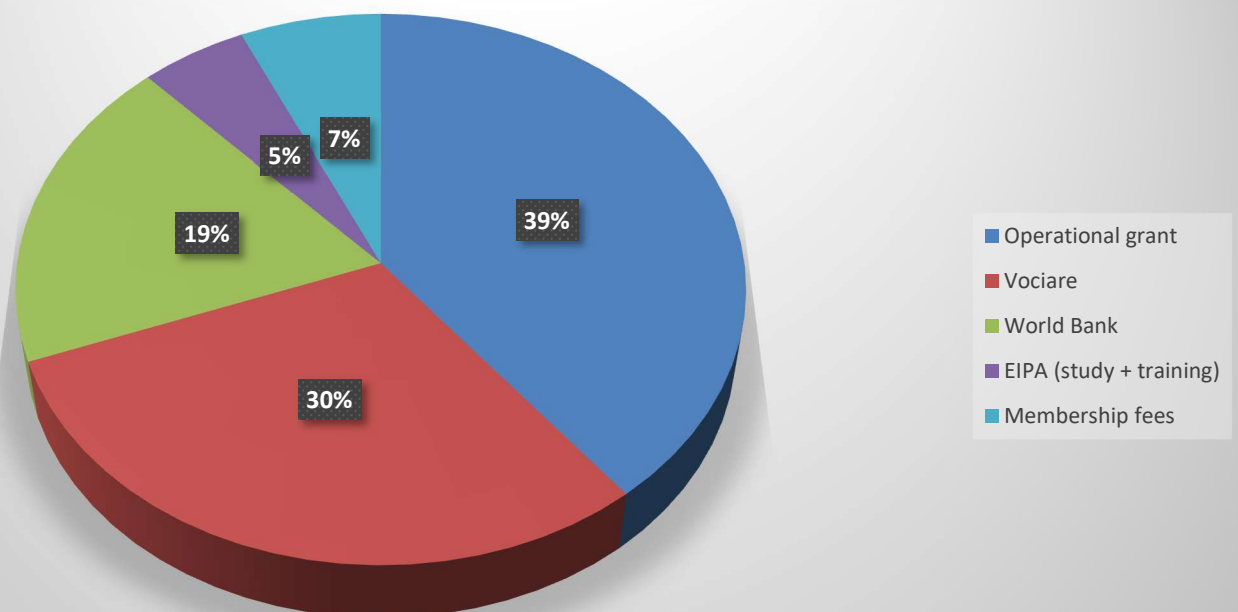
Sources of income:

- Operating grant 271.980,48 + OG 2016 balance 46.250,18
- World Bank 151.072.39
- EIPA study on terrorism 38.525,00
- EIPA Judiciary training in Serbia 3.496,00
- Membership fees 55.475,00
- Vociare project 243.618.40
- Donations 1.000,00 €

Expected income of € 936.658 is not achieved due to the fact that some of the expected payments didn't incur, mainly:

- VictorIla project pre financing 86.658 € - To be paid in 1<sup>st</sup> quarter of 2018
- Inclusion Europe – 4.400 € - invoiced but still not paid, remainder sent
- UN Manual – 9100 € - payment moved into 2018 by mutual agreement
- Not all membership fees are paid – VS Malta, Pomoc Obetiam – reminders sent

### Income sources in 2017

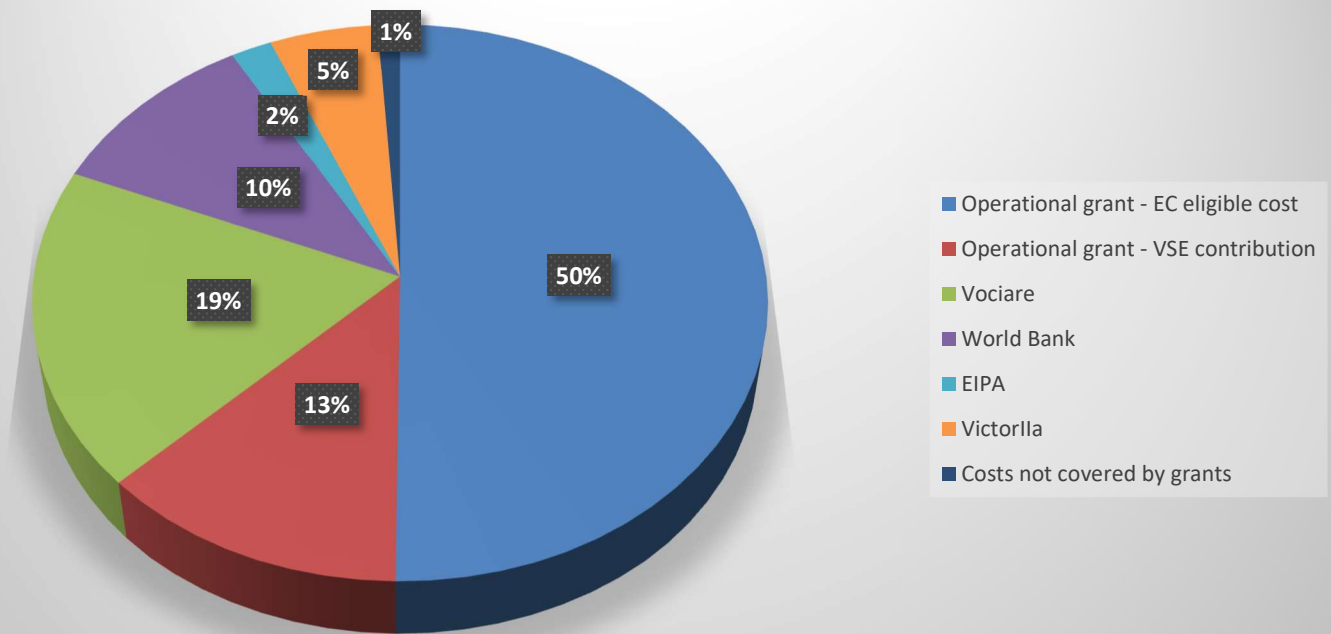


**- Expenditure:**

Total VSE cash-based expenditure in 2017 was **€ 632.115** as follows:

- Operating grant 396.638,47
  - Eligible costs 317.310,78
  - Co-funding 79.392,49 (Membership fees 55475 + 23.901,41 World bank)
- World Bank 65,881.10
- EIPA (study + training) 16,285.25
- Vociare project 117.549.93
- VictorIla project 28,957.14
- Cost not covered by grants 6,804.06

**Expenses rate per grant in 2017**



**- Balance:**

VSE cash based income versus expenditure resulted in **€179.310** surplus out of which total amount of € 126.078 is carried forward in 2018 as Vociare project pre financing saldo.

- Total income/expenditure surplus for 2017 is € 53.232
- Funds anticipated for VictorIla project € 28,957.14
- Cofunding for VictorIla project - 6.600,81 €
- Cofunding for Vociare - 2.250 €
- To be paid for experts on EIPA project - 8.800 €

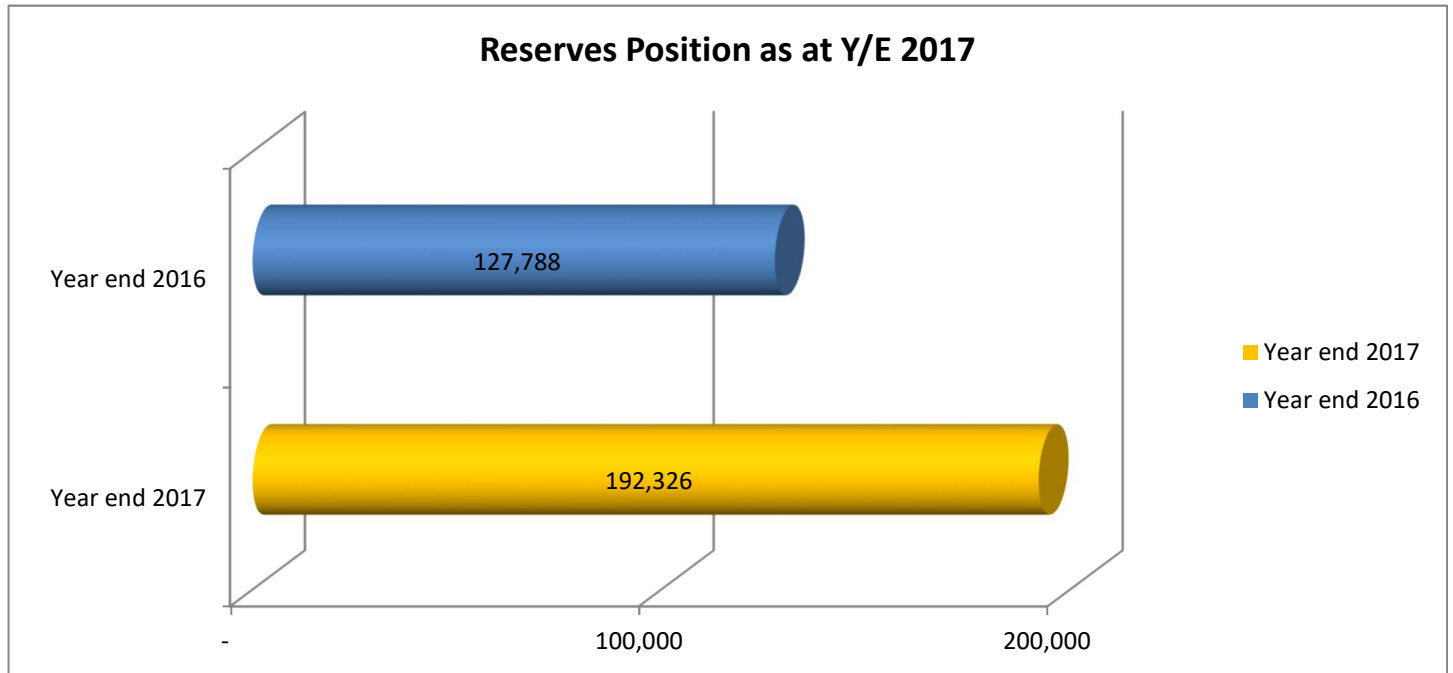
Total surplus for 2017 is **64.538,33**

**- Reserves:**

- Level of reserves on 31<sup>st</sup> December 2016 was **€127 787.97**
- Level of reserves on 31<sup>st</sup> December 2017 was €160.000,00
- Level of reserves after payment of anticipated funds will be **€192.326,23**

Funds available for reserves are transferred in full in April after OG 2018 pre financing is paid.

After all balance payments are made in 2018 our reserves in 2017 are increased by € 64.538,33 in total and the level of reserves will be € 192.326,33



#### - 2017 VSE Projects overview:

##### Operating grant 2017:

- Total expenditure for the Operating Grant budget is €396.638 against a budget of €424.969.
- This means **94.44%** of the foreseen budget is used. Usage of fund is smaller due to the VAT registration (deductible VAT is not an eligible expense) and the fact that we didn't spend fund allocated for promotional materials for the Annual conference and part of the travel expenses.
  - Detailed financial report is enclosed with the materials prepared for the meeting
- Audit on the OG 2017 was performed on 15/2/2018. General findings are positive and report is approved.
- Expenses that might be contested by the EC
  - Travel and subsistence for Denmark, Russia and UK members: 2.996,79 €
  - Travel Staff and EB: Travel Belgrade-Porto 736 €
  - Invoice for administrative support (office manager work in August) 4.200 €
- Total: **7.932,79 €**

##### Vociare:

- All planned pre-financing to partners are paid
- Budget for Belgian expert for the report needs to be amended
  - Staff cost initially allocated for the researcher are currently used for Project manager

##### Victorlla Project (Human right monitoring institute (HRMI) lead applicant

- Project started 1/9/2017
- Length 24 months
- Total VSE dedicated budget 135026 € - expected co-funding 26825 €
  - Detailed budget is in progress and will be presented soon
- Expected income in 2018 – 86560 € (80% of EU contribution)

## 2018 Forecast

### - **Expected income:**

- Operating grant 344.536 € + OG 2017 balance 45.330,30 €
- Victorlla 86.560 € (28,957.14 already spent in 2017)
- Membership fees 57.500 €
- World Bank in Serbia III 113.270 €
- UN manual 9100 €
- Inclusion Europe 4400 €
- 2017 Annual conference surplus 1.560 €

### Applications submitted

- Informing Victims in EU - iVEU 311.130 €

### - **Forecast expenditure:**

- Operating grant 506.038
  - Eligible costs 405.464 €
  - Co-funding needed 100.574 (Membership fees 57.500 + 43.074 other sources)
- Vociare project 105.022,49
  - Eligible costs 102.772.49 €
  - Cofunding 2.250 €
- Victorlla project 90,125
  - Eligible costs 72.100 €
  - Cofunding needed 18.025 €
- World Bank project
  - Staff 26.500 €
  - Subcontracting and experts 37.500 €
  - Travel and overheads 7.950 €
- Cost not covered by grants 6,500 €

### - **Funds to be anticipated for balance payments:**

- Operating grant 2018
  - up to 81.092 € for EC eligible costs
  - up to 35.932.74 € for co-funding
- Vociare project
  - 2250 € for co-funding
- Victorlla project
  - 11.641 € for EC eligible costs
  - 13.040 € for co-funding

### Available funds

- For eligible costs: reserves (to be paid back after final report(s) acceptance)
- For co-funding: World Bank if we realize the expected surplus + additional fundraising

## 2018 Forecast sheet(s)

### Expenditure

Operating grant	
Staff	326,944.06 €
Travel	119,105.00 €
Equipment	27,800.00 €
Consumables	11,700.00 €
Other direct costs	52,790.00 €
<b>TOTAL Budget</b>	<b>538,339.06 €</b>

Expected expenditure (94% usage)	506,038.72 €
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### Vociare project

Staff	43,222.04 €
Travel	1,300.00 €
Subcontracting for national reports	38,540.09 €
Other costs (translation, design, printing etc)	21,960.00 €
<b>TOTAL Budget</b>	<b>105,022.13 €</b>

### VictorIla project

Staff	99,773.00 €
Travel & DSA	1,754.72 €
Materials	900.00 €
<b>TOTAL Budget</b>	<b>102,427.72 €</b>

### Operating costs not covered by grants

Travel for members from non-eligible countries, travel for staff to non-eligible countries, insurances etc	6,500.00 €
<b>TOTAL Budget</b>	<b>6,500.00 €</b>

### Expected income

Operating grant secured income	
EC pre-financing	344,536.00 €
Membership fees	57,500.00 €
<b>TOTAL INCOME</b>	<b>402,036.00 €</b>
Income to be secured	
Co funding needed from other sources	43,707.74 €
<b>TOTAL</b>	

Funds to anticipate until balance payment	81,092.00 €
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### Vociare project

EC pre-financing	128,079.60 €
<b>TOTAL</b>	<b>128,079.60 €</b>

### VictorIla project

Pre-financing	85,560.00 €
Already spent in 2017	28,004.00 €
<b>TOTAL income in 2018</b>	<b>57,556.00 €</b>
Funds needed to be secured	
Co funding needed	22,430.00 €
Funds to anticipate until balance payment	22,441.00 €

### Operating costs not covered by grants

	0.00 €
<b>TOTAL income in 2018</b>	<b>0.00 €</b>

### other income

Un manual	9,100.00 €
Inclusion Europe	4,400.00 €
2017 annual conference surplus	3000 €
<b>Total</b>	<b>16,500.00 €</b>

World bank Serbia 3	
Staff	26,500.00 €
Subcontracting and experts	37,500.00 €
Travel	6,000.00 €
Other expenses + overheads	1.950.00 €
<b>TOTAL Budget</b>	<b>71,950.00 €</b>

World bank Serbia 3	
Staff	65,000.00 €
Subcontracting and experts	37,500.00 €
Travel	6,500.00 €
Other expenses + overheads	4,270.00 €
<b>TOTAL income 2018</b>	<b>113,270.00 €</b>

<b>Expected surplus</b>	<b>41,320.00 €</b>
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Balance needs	
To be fundraised for co-funding	8,317.74 €
To be anticipated for balance payments	103,533.00 €
Operating costs not covered by grants	6,500.00 €

If we use total surplus of WB reserves can be used

To be considered if we win application

iVEU project Budget submitted October 2017	
Staff	189,010.00 €
Travel	25,820.00 €
Other direct costs	85,200.00 €
Indirect costs for partners	11,100.00 €
<b>TOTAL Budget</b>	<b>311,130.00 €</b>

iVEU expected income	
EC pre-financing	199,123.20 €
<b>TOTAL income 2018</b>	<b>199,123.20 €</b>