

Explanations about the changes for the budget 2021 compared to 2020

Preliminary remarks:

As a reminder, **EaSI** is our main funding programme from DG Employment, which needs to be cofinanced at 20% by COFACE on its own resources (80% by the European Commission).

DigiGen is a 36-months European project about the impact of digitalization on youngsters for which COFACE is a partner, financed at 100% under the H2020 programme (Oslomet, Oslo University, is the coordinator). No cofinancing is needed here.

The division of the costs under EaSI / DigiGen: we have decided to organise the budget accordingly to the existent funding streams (and thinking also that others could also happen later in the year or in 2021). Sometimes the costs can coincide (like for admin costs such as rent of the office you have mentioned), and sometimes not. Maybe for next year we could think about organising the budget differently, especially if COFACE gets other EU fundings, that is something we need to think about, and open for discussions of course

Expenses under EaSI:

Heading 1: Salaries: raise planned of 2% (planned in the Framework Partnership Agreement signed in 2017 for the 2018-2021 period, indexation might come as well, mandatory in Belgium following the inflation rate) + teleworking bursaries

Heading 2: Travel and accommodation costs: underestimation of costs in 2019 and raise in the case hotel and flight companies increase their prices next year to recover.

Heading 3: Cost of services:

-Information and dissemination (media) : raise by 25% in order to digitalize our way of working (Covid-19 necessity)

-Translation: multiplication by 3 in order to facilitate one of our ways to exchange / work with members and create co-financing opportunities.

-Reproduction / publication: more budget as well, same reasons than for translation.

-Interpretation: less needs identified for next year.

-External expertise (accountancy): more expenses planned because of the analytics between EaSI and DigiGen that will require more time to work on, the same for the audit expenses in heading 4.

-Catering: regarding the difference about the catering budget line between 2019 and the one for 2020-2021, we had to take into account what real costs were in 2019. It appears that we put a bit too much in 2019 on catering and not enough on travel / accommodation costs, that is why we are proposing something which we think is better balanced according to our most recent experience: less budget on catering, and more on travel / accommodation (hoping that the Covid-19 situation will be better of course).

Heading 4: Administration:

- Hire of rooms: more rent of meeting rooms needed if we can travel
- Hire of interpreting booths : decrease because of less interpretation needs
- Other administrative costs : decrease because part of these expenses (rent of the office, internet, telephone charges) are transferred partly from EaSI to DigiGen.

Incomes under EaSI :

Members' contributions : we do hope that we will be able to organize physical meetings, travel and gather our network next year in an efficient way. As the members need to contribute as an average by 25% of the total budget for travel and accommodation, we are keeping the same percentage for 2021. The increase in budget reflects the bigger size of events in 2021 (namely Brussels, Lisbon and Ljubljana). If we cannot gather for Covid-19 reasons or anything else, then both expenses and incomes will be linked and decreased at the same level (less spending = less co-financing needed).

Other contributions : less than in 2020 but still high according to the Covid-19 situation. This income line is also very linked to travel and accommodation expenses for the staff and the Executive Bureau members here, who represent COFACE interests all over the EU and for which COFACE is paid (reimbursement by the organizers of the events, expert fees, etc.). If those meetings decrease, it would also mean less spending for COFACE (we usually book everything in order to get reimbursed and create co-financing opportunities) and less incomes needed to manage the co-financing part necessary.