

2017 Budget

Attached please find the proposed 2017 Budget. For an assessment of the various budget lines in our Budgets, I kindly refer to the interim financial report. Any major difference between the revised 2016 Budget and this 2017 Budget – either the naming of budget lines or the amounts involved – will be addressed below.

Gross budget and net budget

As explained in our the interim financial report, LYMEC has several project-based sponsors. These sponsors only fund events – directly or indirectly. In other words, these incomes are already earmarked and cannot be spent on anything else. In order to give our congress a better view of the funds that can be spent freely, the ‘Net’ budget does not show project-based funding.

Membership fees and membership fee reductions

The calculation of membership fees is based on the following:

- the acceptance of the proposal for 2017 membership fees;
- the current membership figures we have of our member organisations;
- the approval of four applicant members to LYMEC during our Autumn Congress.

Some of the 2016 reduced membership fees have been booked as ‘Expenses previous financial year’. Therefore, the budget for reduced membership fees has to be higher than the revised 2016 Budget.

Participation fee reductions

Any congress participant can apply for a reduced participation fee. The Bureau has to decide on granting any such reduced fee. To improve transparency, these reductions will be booked separately in 2017. The reduced fees amount to approximately 150 euros in 2016, but addressing this separately in the Budget might spur interest and approval of these reduced fees. Therefore, 500 euros has been budgeted.

Bureau communications

The original 2016 Budget had 2.160 euros for Bureau Communications budgeted, instead of 1.000 euros. However, budgeting 2.000 euros is necessary for 2017, because Bureau Members hold the right to a monthly telecommunications refund (article 2 of the Bureau Refund Guidelines). If all Bureau Members were to request this refund, 2.160 euros is necessary on a yearly basis.

The reason our revised 2016 Budget only includes 1.000 euros, is simply because not all Bureau Members have requested the refund in 2016. For 2017, we cannot assume this continues to be so.

Printed Material

In 2016, we needed to print our 40-year anniversary booklet. In 2017, that obviously is not the case. The budgeted amount has therefore been lowered.

Other political activities

In 2016, these budget lines have been overhauled. ‘Other political activities’ is a flexible account used to pay for political activities LYMEC organises itself. An example is the 2016 Baltic Liberal Network meeting. The ‘other political activities account’ used to amount to 5.000 euros, but has been cut to 650 euros in our revised 2016 Budget due to funding changes (see proposal for revised 2016 Budget). In 2017, this budget can regrow to 1.250 euros.

Staff expenses

In order to further enhance transparency, the staff expenses will be split up in three. It is immediately visible that the taxes and regulations amount to more expenses than the actual staff salaries.

In 2017, our applications to the European Liberal Forum events address staff expenses. We might therefore be able to have some of our staff expenses covered by organising our European Liberal Forum events. That, however, has not been included in this budget because at the moment it is unclear as to how much these so-called *organiser’s fees* will amount.

This budget allows us to have 1 Secretary General throughout the year and 1 Assistant for six months (or, preferably, 2 for three months). The budgeted salaries include the necessary thirteenth salary (end-of-year bonus) and the holiday allowance.

Project expenses

From 2017 onwards, our congresses will be almost fully supported by our project-based funding sponsors. For costs that cannot be covered by our sponsors, 500 euros per congress is budgeted.

I hope this short explanation has proved sufficient. If you do have any questions, feel free to contact me before, during or after our Autumn Congress.

Sincerely yours, on behalf of the LYMEC Bureau,

Marijn de Pagter
LYMEC Treasurer
marijn@lymec.eu

Attachment 1: proposed GROSS 2017 Budget

GROSS INCOME			
A General income		2016 Budget	2017 Budget
Account		REVISED	PROPOSED
1	European Commission Grant	50.000,00	50.000,00
2	ALDE Party Grant	40.000,00	40.000,00
3	Membership Fees	17.050,00	17.200,00
3.1	Member Organisation Membership fees	16.050,00	16.500,00
3.2	Individual Membership fees	1.500,00	1.500,00
3.3	Membership fee reductions	-500,00	-800,00
4	Participation Fees	25.750,00	24.000,00
4.1	Spring Congress	13.250,00	12.250,00
4.2	Autumn Congress	12.500,00	12.250,00
4.3	Participation fee reductions	not booked separately	-500,00
5	Donations	10,00	500,00
6	Other general income	5,00	-
TOTAL GENERAL INCOME		132.815,00	131.700,00
B Project-based income		2016 Budget	2017 Budget
Account		REVISED	PROPOSED
10	ALDE Group Grants	36.600,00	35.000,00
10.1	Spring Congress	10.000,00	17.500,00
10.2	Autumn Congress	25.000,00	17.500,00
10.3	Other event	1.600,00	-
11	European Liberal Forum Grants	40.000,00	40.000,00
11.1	Spring Congress Seminar	5.000,00	4.500,00
11.2	Autumn Congress Seminar	6.250,00	4.500,00
11.3	Young Leaders Meeting	7.000,00	7.000,00
11.4	ELF Event 4	2.600,00	7.000,00
11.5	ELF Event 5	7.300,00	6.000,00
11.6	ELF Event 6	5.350,00	5.000,00
11.7	ELF Event 7	6.500,00	6.000,00
12	ALDE Party Congress Grant	20.000,00	20.000,00
12.1	Spring Congress	10.000,00	10.000,00
12.2	Autumn Congress	10.000,00	10.000,00
TOTAL PROJECT-BASED INCOME		96.600,00	95.000,00
C Other income		2016 Budget	2017 Budget
Account		REVISED	PROPOSED
20	Income previous financial year	€ 330,00	-
21	Interest bank accounts	€ 50,00	50,00
22	Rounding	€ -	-
TOTAL OTHER INCOME		€ 380,00	50,00
TOTAL GROSS INCOME		229.795,00	226.750,00

GROSS EXPENSES

D Non policy-related general expenses		2016 Budget	2017 Budget
Account		REVISED	PROPOSED
30 Association fees		2.115,00	2.200,00
31 Audit Expenses		4.000,00	4.000,00
31.1 Internal Audit Expenses		850,00	800,00
31.2 External Audit Expenses		3.150,00	3.200,00
32 Bank fees & insurance		1.425,00	1.450,00
32.1 Bank fees		300,00	300,00
32.2 Paypal fees		300,00	300,00
32.3 Insurance		825,00	850,00
33 Bad debts reserve		2.500,00	2.500,00
34 VAT		500,00	500,00
35 Depreciation		800,00	800,00
TOTAL NON-POLICY RELATED GENERAL EXPENSES		11.340,00	11.450,00

E Policy-related general expenses		2016 Budget	2017 Budget
Account		REVISED	PROPOSED
40 50% contribution to all LYMEC ELF Events		20.000,00	20.000,00
41 Bureau expenses		7.500,00	8.500,00
41.1 Communications		1.000,00	2.000,00
41.2 Bureau meetings		6.000,00	6.000,00
41.3 Other expenses		500,00	500,00
42 Communications and PR		5.350,00	4.700,00
42.1 Internet, website, e-marketing		2.000,00	2.000,00
42.2 Mailing expenses		150,00	300,00
42.3 Printed material		1.700,00	900,00
42.4 Promotional material		1.500,00	1.500,00
43 Office		7.400,00	7.500,00
43.1 Bookkeeping system		350,00	350,00
43.2 Office equipment		200,00	250,00
43.3 Reception of groups and visitors		50,00	100,00
43.4 Rent		6.000,00	6.000,00
43.5 Telecommunication costs		800,00	800,00
44 Political activities		1.350,00	2.000,00
44.1 Attending political events		700,00	750,00
44.2 Other political activities		650,00	1.250,00
45 Representation		7.500,00	8.500,00
45.1 ALDE Party & ALDE Group		5.000,00	5.000,00
45.2 ELF		-	-
45.3 IFLRY & LI		500,00	1.000,00
45.4 LYMEC MOs		2.000,00	2.500,00
45.5 YFJ		-	-
46 Staff expenses		71.020,00	67.500,00
46.1 Staff salaries	not booked separately		32.000,00
46.2 Taxes and social security	not booked separately		32.500,00
46.3 Meal vouchers	not booked separately		3.000,00
47 Online voting tool for Congresses		600,00	600,00
48 Other general expenses		-	-

TOTAL POLICY-RELATED GENERAL EXPENSES	120.720,00	119.300,00
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F Project expenses	2016 Budget	2017 Budget
Account	REVISED	PROPOSED
50 Spring Congress	22.750,00	28.000,00
51 Autumn Congress	35.850,00	28.000,00
52 ALDE Group events	1.680,00	-
53 ELF events	40.000,00	40.000,00
53.1 Spring Congress Seminar	5.000,00	4.500,00
53.2 Autumn Congress Seminar	6.250,00	4.500,00
53.3 Young Leaders Meeting	7.000,00	7.000,00
53.4 ELF Event 4	2.600,00	7.000,00
53.5 ELF Event 5	7.300,00	6.000,00
53.6 ELF Event 6	5.350,00	5.000,00
53.7 ELF Event 7	6.500,00	6.000,00
TOTAL PROJECT EXPENSES	100.280,00	96.000,00

G Other expenses	2016 Budget	2017 Budget
Account	REVISED	PROPOSED
60 Expenses previous financial year	400,00	-
61 Rounding	-	-
TOTAL OTHER EXPENSES	400,00	-

TOTAL GROSS EXPENSES	232.740,00	226.750,00
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NET PROFIT	-2.945,00	-
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Attachment 2: proposed NET 2017 Budget

NET INCOME		
A General income	2016 Budget	2017 Budget
Account	REVISED	PROPOSED
1 European Commission Grant	50.000,00	50.000,00
2 ALDE Party Grant	40.000,00	40.000,00
3 Membership Fees	17.050,00	17.200,00
3.1 Member Organisation Membership fees	16.050,00	16.500,00
3.2 Individual Membership fees	1.500,00	1.500,00
3.3 Membership fee reductions	-500,00	-800,00
4 Participation Fees	25.750,00	24.000,00
4.1 Spring Congress	13.250,00	12.250,00
4.2 Autumn Congress	12.500,00	12.250,00
4.3 Participation fee reductions	not booked separately	-500,00
5 Donations	10,00	500,00
6 Other general income	5,00	-
TOTAL GENERAL INCOME	132.815,00	131.700,00
C Other income		
	2016 Budget	2017 Budget
Account	REVISED	PROPOSED
20 Income previous financial year	€ 330,00	-
21 Interest bank accounts	€ 50,00	50,00
22 Rounding	€ -	-
TOTAL OTHER INCOME	€ 380,00	50,00
TOTAL NET INCOME	133.195,00	131.750,00
NET EXPENSES		
D Non-policy related general expenses	2016 Budget	2017 Budget
Account	REVISED	PROPOSED
30 Association fees	2.115,00	2.200,00
31 Audit Expenses	4.000,00	4.000,00
31.1 Internal Audit Expenses	850,00	800,00
31.2 External Audit Expenses	3.150,00	3.200,00
32 Bank fees & insurance	1.425,00	1.450,00
32.1 Bank fees	300,00	300,00
32.2 Paypal fees	300,00	300,00
32.3 Insurance	825,00	850,00
33 Bad debts reserve	2.500,00	2.500,00
34 VAT	500,00	500,00
35 Depreciation	800,00	800,00
TOTAL NON-POLICY RELATED GENERAL EXPENSES	11.340,00	11.450,00
E Policy-related general expenses	2016 Budget	2017 Budget
Account	REVISED	PROPOSED
40 50% contribution to all LYMEC ELF Events	20.000,00	20.000,00
41 Bureau expenses	7.500,00	8.500,00
41.1 Communications	1.000,00	2.000,00

41.2	Bureau meetings	6.000,00	6.000,00
41.3	Other expenses	500,00	500,00
42	Communications and PR	5.350,00	4.700,00
42.1	Internet, website, e-marketing	2.000,00	2.000,00
42.2	Mailing expenses	150,00	300,00
42.3	Printed material	1.700,00	900,00
42.4	Promotional material	1.500,00	1.500,00
43	Office	7.400,00	7.500,00
43.1	Bookkeeping system	350,00	350,00
43.2	Office equipment	200,00	250,00
43.3	Reception of groups and visitors	50,00	100,00
43.4	Rent	6.000,00	6.000,00
43.5	Telecommunication costs	800,00	800,00
44	Political activities	1.350,00	2.000,00
44.1	Attending political events	700,00	750,00
44.2	Other political activities	650,00	1.250,00
45	Representation	7.500,00	8.500,00
45.1	ALDE Party & ALDE Group	5.000,00	5.000,00
45.2	ELF	-	-
45.3	IFLRY & LI	500,00	1.000,00
45.4	LYMEC MOs	2.000,00	2.500,00
45.5	YFJ	-	-
46	Staff expenses	71.020,00	67.500,00
46.1	Staff salaries	not booked separately	32.000,00
46.2	Taxes and social security	not booked separately	32.500,00
46.3	Meal vouchers	not booked separately	3.000,00
47	Online voting tool for Congresses	600,00	600,00
48	Other general expenses	-	-
TOTAL POLICY-RELATED GENERAL EXPENSES		120.720,00	119.300,00

F Project expenses		2016 Budget	2017 Budget
Account		REVISED	PROPOSED
50	Spring Congress	2.750,00	500,00
51	Autumn Congress	850,00	500,00
52	ALDE Group events	80,00	-
53	ELF events	-	-
TOTAL PROJECT EXPENSES		3.680,00	1.000,00

G Other expenses		2016 Budget	2017 Budget
Account		REVISED	PROPOSED
60	Expenses previous financial year	400,00	-
61	Rounding	-	-
TOTAL OTHER EXPENSES		400,00	-

TOTAL NET EXPENSES	136.140,00	131.750,00
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NET PROFIT	-2.945,00	-
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