

## FP Financial Plan 2024-25

Proposer: Executive Committee  
Agenda item: 4. Reports and Plans

### Motion text

1 The financial plan follows the proposed activity plan. The plan with income and  
2 expense has similar pattern to the previous year with minor changes. Important  
3 difference is that from now on, we will publish not only for the year in which  
4 the General Assembly votes for the plan but for the year afterwards. In this  
5 case, here is Financial Plan for 2024 and 2025. Besides, we have applied for new  
6 grant, which, if successful, would bring new activities, staff, and  
7 significantly boost the budget.

8 The budgets run from:

- 9 • January 1st, 2024 - December 31st, 2024
- 10 • January 1st, 2025 - December 31st, 2025

### 11 Expenditure:

#### 12 Category 1: Personnel Costs

13 Backbone of our organisation is our staff who manage day-to-day operations. This  
14 budget line covers salaries, trainings, and meetings. The salaries are budgeted  
15 for three full-time (35 h/w) employees: Secretary General, Office & Finance  
16 Manager, and Project Coordinator. Compared to 2023, salaries have been  
17 significantly raised (20-30%) to ensure good working conditions and currently it  
18 is line with the wages in non-profit sector of Serbia. This increase was allowed  
19 by employing one less person as we decided not to continue the position or  
20 "Project Assistant." Nevertheless, this decision did not negatively affect the  
21 capacities or workload to the remaining staff. In the proposed budget, total  
22 personnel cost is less compared to the previous year. However, due to the  
23 increased amount of work and in-person activities, in case of confirmation of  
24 new grant from Swedish Institute (SI), CDN will have a chance to hire two more  
25 people for the tentative positions of: Projects Officer and Logistics & Events  
26 Officer. Since the project is not approved, it is not yet reflected in the  
27 budget but is separate budget line both for revenue & expense.

#### 28 Category 2: Infrastructure and Operating costs

29 This category covers office, infrastructure, and operational costs related to  
30 physical and digital maintenance, ensuring smooth operations, and supporting  
31 organisational functionality. It includes expenses such as office rent,  
32 utilities, office equipment, different software and website maintenance, all  
33 vital for sustaining smooth and effective daily operations. Total costs of this  
34 category are similar to that of 2023.

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### 35 Category 3: Administrative expenditure

36 As can be guessed from the name, this budgetary category covers costs related to  
37 administrative functioning that includes legal fees, extraordinary admin costs,  
38 audit, and bank charges. Compared to previous year, it is reduced due to less  
39 legal fees related to work & residence permit for staff as well as Statutes  
40 update related notary costs.

### 41 Category 4: Statutory Meetings

42 General Assembly and Executive Committee Meetings that ensure governance of the  
43 Network are covered by this budgetary category. Due to this increased number of  
44 participants and overall expensiveness of Vilnius, General Assembly will cost  
45 more than previous year as well despite it being 2 days less. While committee  
46 costs are reduced to accommodate other expenses and is based on the figures of  
47 the previous year. In case of approval of Swedish Institute grant and  
48 allocations in the budget, it will be possible to increase this cost. Besides  
49 these to activities, this category covers participation of CDN representatives  
50 to the events of partner organisations and study visits to (potential) member  
51 organisations.

### 52 Category 5: Capacity Building and Regional Activities

53 This category represents the largest share in the annual costs of the network  
54 amounting to more than half of the entire budget. The category includes all  
55 activities and projects: Work Plans, (Cross)Regional Meetings, Study Sessions,  
56 etc. As per new Strategy, we have new project (to be confirmed) which will be a  
57 16-months training programme which in total will be amounting to 1.5 million SEK  
58 (approx. 129 000 EUR) out of which 58,000 EUR will be allocated for 2024 while  
59 remaining 71,000 for 2025. Besides, other items are similar to the previous year  
60 with some differences. For instance, total cost for EYF Work Plan (WP) is  
61 reduced here while in revenue is higher this is due to the fact that starting  
62 from this year, EYF allows staff and administrative costs to be accounted on the  
63 Work Plan therefore parts of the costs we distributed across Category 1-3. When  
64 it comes to the Regional Meeting, as mentioned in the activity plan, it will be  
65 incorporated into Summer Camp, however it will remain a separate budget line but  
66 will account as co-funding of the WP. Study Session is remaining in the category  
67 despite costs being account as 0 as the activity is not directly financed by us  
68 but European Youth Centre however, we have costs (Prep Team Meeting, ad hoc  
69 expenses) that are later reimbursed by the Council of Europe thus in the end the  
70 expense is 0. Similar is with the Green European Foundation's (GEF)  
71 collaboration project "Green Perspectives of European Security" through which we  
72 will organise Conference that will be mostly paid directly by GEF but since we  
73 could have expenses, it should be in the budget.

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## 74 Revenue:

### 75 Category 1: Administrative Income

76 This category covers core funding of CDN and compared to the previous year,  
77 there are no significant changes in the administrative income. With Green Forum  
78 we have 3 year long project with same income per year however due to currency  
79 fluctuations (SEK to EUR) it is different, this year we budgeted for the average  
80 of 2023 which amounts to 38,500 while in SEK sum remains the same - 442,000.  
81 European Youth Foundation awarded us Structural grant for 2024 and 2025 which in  
82 total amounts to 52,607.16 EUR thus per year 26,303.58. Our sister-organisation  
83 Young European Greens will continue financially supporting our work. In  
84 addition, to ensure balance in the budget and well organised General Assembly,  
85 we added participation fee for 2<sup>nd</sup> delegates and guests in total amounting to  
86 1,600 EUR. While donations are currently set at 0, there is a possibility of  
87 increasing them.

### 88 Category 2: Projects

89 Most of the activities that we organise are covered through this income and  
90 includes annual and/or short-term projects. It is largely similar to 2023 with  
91 few changes, increases and decreases. EYF has increased our funding from 50,000  
92 to 60,000 and simultaneously allowed to account administrative & staff costs  
93 that has allowed to better distribute the income and have more flexible co-  
94 funding for the Summer Camp for which we have engaged with Heinrich Boell  
95 Foundation (Pending) as well as put participation fee. As explained above, Green  
96 European Foundation will not be directly financing CDN but instead pay for the  
97 activities that we collaborate such as Conference. We will continue partnership  
98 with International Foundation GroenLinks which this year, with reduced budget  
99 due to electoral changes in the Netherlands, will finance General Assembly with  
100 Panel Discussion. We have applied for a new grant to Swedish Institute "Creative  
101 Partnerships Programme" in collaboration with Green Forum which will fund 16-  
102 months training programme focusing on key pillars of sustainable and effective  
103 organisation. The results will be published by the end of the May therefore we  
104 only included this as a separate line both for Expense and Income. In case of  
105 approval, there will not be separate budget line for SI but will be added to  
106 Green Forum while Expenses will have its line in Category 5 while parts will be  
107 allocated to Categories 1-3 to cover staff and other administrative costs.

108 [Annex.1: Financial Plan 2024-25](#)