

Title	CLARIN ERIC Budget 2012
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CLARIN ERIC Budget 2012

Introduction

In this document we present the CLARIN ERIC budget for 2012.

The only source of income is the annual membership fees paid by the Members. The fees per Member are specified in document CE-2012-0008 (Financial Contributions). The total amount for 2012 is € 568517. Any advance payments made by members for later years will be added to the reserves; this includes the 25% extra payments by Members who cannot commit themselves for the full five years.

Any additional income caused by accession of new Members or agreements with individual institutions will in principle be available for additional activities in 2012, subject to approval by the General Assembly.

No other income is foreseen. Registration fees may be charged to participants in events organized by CLARIN ERIC, but only with the sole purpose to cover the organisation costs.

No commercial activities are envisaged.

The total expected expenditure for 2012 is € 56817, so that the expected balance is zero.

Some general principles

- CLARIN ERIC will not employ personnel but reimburse their home institutions for direct salary costs plus a flat rate of 20% for overheads, as well as other direct costs; standard contracts will be prepared by the Board of Directors (BoD).
- The VAT exemption will apply to all contracts.
- Travel reimbursement rules are based on the EC rules for reimbursement of experts (cheapest economy, 1st class train, no taxis, fixed per diem, deductions if free meals are provided); reimbursement forms and procedures will be prepared by the BoD.

The budget

		fte	dur	pm	rate	labour	travel	other	subtotals	totals
	Governance									
A	General Assembly	0.0	0	0	0	0	18000	4000	22000	
B	Executive Director	0.8	11	9	10000	88000	24000	4000	116000	
C	Directors	0.6	8	5	10000	48000	32000	4500	84500	
D	Scientific Advisory Board	0.0	0	0	0	0	10000	2000	12000	
	Total governance	1.4		14		136000	84000	14500	234500	234500
	Office									
E	Office Assistant	0.4	11	4	6000	26400	6000	2000	40416	
F	Technical Assistant	0.4	8	3	6000	19200	6000	2000	27200	
	Total office	0.8		8		45600	12000	4000	67616	67616
G	Expert travel	0.0		0		0	22000	0	22000	22000
	Coordination activities									
H	Standards coordination	0.2	8	2	6000	9600	6000	15000	30600	
I	Education coordination	0.2	8	2	6000	9600	6000	15000	30600	
J	Dissemination	0.2	8	2	6000	9600	6000	5000	20600	
K	Website	0.4	8	3	6000	19200	6000	20000	45200	
L	Annual conference	0.0	0	0	6000	0	3000	70000	73000	
M	Internationalization	0.0	0	0	6000	0	3000	10000	13000	
	Total coordination	1.0		8		48000	30000	135000	213000	213000
N	Contingency								31401	31401
									Total expenditure	568517
									Total income from membership fees	568517

Explanation of columns and rows

Columns

fte	Full-time equivalent
dur	Duration in months
pm	Person months
rate	Average gross salary rate, including taxes and social security, plus 20% overhead
labour	Total cost of labour (including overhead)
travel	Total cost of travel
other	Other costs
subtotals	Subtotals per cost type
totals	Totals per category

Rows

Governance

A: Cost of two General Assembly meetings. If they wish Members can request reimbursed for the cost of travel and subsistence for either the delegate or the expert.

B: Salary, travel and other costs for the Executive Director.

C: Same for other Directors.

D: Cost of one meeting of the Scientific Advisory Board (travel plus meeting costs)

Office in Utrecht

E: Salary, travel and other material costs related to the Office Assistant in Utrecht. The Office Assistant provides logistic and secretarial support to the BoD .

F: Salary, travel and other costs related to the Technical Assistant in Utrecht. The Technical Assistant supports the BoD in scientific and technical matters.

Expert travel

G: Support for travel for experts invited by CLARIN ERIC or experts representing CLARIN ERIC at events.

Coordination activities (in Utrecht or at other CLARIN sites, task allocation to be discussed with national coordinators)

H: Standards coordination serves to support the Standards Action Plan. It involves one or more small contracts for specific tasks, plus a standards workshop (see Work Plan).

I: Education coordination serves to support educational and training activities. Same as above.

J: Dissemination coordination serves to support dissemination activities, especially towards the HSS community. One or more small contracts will be issued for specific tasks.

K: The cost of the development of the website has three main components: content design of the new website, technical design, and migration of material from the present to the new website.

L: The annual conference in 2012 will be shaped as an internal event (see Work Programme) to take place in the second half of 2012. CLARIN ERIC will pay for subsistence and contribute to the cost of travel for ca 120 participants from teams working in the national consortia in Member countries.

M: Following the successful DAITF workshop at ICRI 2012 in Copenhagen CLARIN ERIC may want to offer to host another international workshop and to support participation in international events.

Contingency

N: An amount of € 31401 is set aside for contingency.