

## COTEC Budget 2015 - proposal

COTEC is building alliances in Europe focusing more and more on political concerns while developing a strong voice in Europe. COTEC's influence is expanding together with its networks and cooperation with other organisations. COTEC is gaining visibility and in 2014 has received invitations by various organisations. To maintain and foster these and to achieve the highest impact while becoming a more effective organisation requires active participation. Yet, in 2014 COTEC could mainly only follow up on invitations where costs were paid for (e.g. NBCOT meeting in London, Interdisciplinary Health Sciences Congress in Ankara). Other meetings were cancelled because they were too costly (e.g. WFOT Congress in Japan, EFPC Meeting, Directorate General for Health and Consumer Affairs) missing valuable opportunities for becoming more visible in Europe.

As presented in Table 1 the full budget will not be used in 2014. The reduced costs can be explained by two major positions which were not required this year, the project group (€ 6.000) and the website (€ 6.200). In addition, COTEC Executive Committee only met twice this year so far. The second meeting was arranged in London, where COTEC followed NBCOT's invitation in order to save extra costs.

COTEC's income in 2014 added up to € 27.826,86 with expected costs of € 27.162,66 leaving COTEC in a financial positive situation for the year 2014. Comparable to the budget in 2014 the proposed budget for 2015 adds up to € 44.600. Given the current fee structures COTEC's costs will be higher than its income.

In the following each position of the budget is explained briefly. The proposed budget for 2015 is presented in Table 1 at the end of this document.

### Short explanation of budgetary items:

- **1. Executive Committee Costs (6 people): € 18.500,-**  
Altogether, the executive costs are the greatest costs and add up to approx. 50 % of the budget. Even though COTEC has monthly Skype meetings this year has shown once again, how vital face to face meetings are for achieving goals.  
In 2014 the Executives met in January, June and October. The June and October meeting were side by side with other events, leaving the Executive Committee exhausted and less productive. While this saved us money and allowed us to join other events at the same time, one more face to face meeting is needed to focus solely on COTEC matters. Yet, the estimated costs for the executives in 2014 add up to € 14.600, - not including the last face to face meeting. Therefore the executives propose a higher budget for this position.
- **2. Project Group Costs: € 6.000,-**  
Project groups are installed when needed (together with ENOTHE) and agreed upon at the GA.
- **3. Enothe-link person: € 950,-**  
This money supports the collaboration between COTEC and ENOTHE while costs are often shared.
- **4. Cooperation with others: € 3.000,-**  
This position includes the representation e.g. in organisations which are politically important for COTEC such as EPHA, EFPC, WFOT, WHO or EU politicians.
- **5. Website and Internet Fees: € 6.200,-**  
The professional joint website for COTEC and ENOTHE has not been established as of yet.
- **6. Financial Assistance: € 2.000,-**  
In the past COTEC has granted financial assistance to smaller Member Associations in order to enable their participation in COTEC meetings. In the past the amount for financial assistance added up to 10 % of our budget and has therefore been reduced.
- **7. Secretarial Costs: € 600,-**  
Secretarial costs were not budgeted for 2014. This position involves secretarial services to be discussed at the GA.
- **8. Speaker for GA:**  
This position was not budgeted in 2014 and is not needed on 2015.
- **9. Membership Fees: € 1200,-**  
Includes the membership fees EPHA (€ 800,-) and WFOT (aprox. € 25,-) and EFPC (€ 350,-)
- **10. COTEC representation/consultation**  
This position was not budgeted in 2014 and is not needed on 2015.
- **11. Bank charges: € 250,-**  
The German Postbank was formally free of monthly charges as of the third yearly quarter in 2013 we now are paying € 15, - per month plus serve charges adding up to approximately € 55 per quarterly year.
- **12. Consulting: € 1.000,-**  
As of 2014 € 1.000 are reserved for this position as needed.
- **13. PR: € 1.000,-**  
This position is preliminary and has to be decided on at the GA.



- **14. Office: € 100,-**  
This position was not budgeted in 2014. Yet, costs such as stamps or postal services had to be paid. Therefore this position was needed.
- **15. Auditing: € 600,-**  
COTEC's books are reviewed yearly by professional tax accountants. Every three years COTEC will be reviewed by the tax office producing more costs (expected for the first time in 2015)
- **16. Gifts: € 200,-**  
Self-explanatory
- **17. General Assembly: € 3.000,-**  
This position is budgeted for the arrangements of a one day GA business meeting and half-a-day Governance meeting in conjunction with the GA.
- **Comments on European Congress for 2016 Ireland:**  
COTEC will reserve € 10.000 as a loan for the European Congress if requested.

**COTEC 2<sup>nd</sup> GA / Item 10**

Nr.	Budgetary item	Cost 2010	Costs 2011	Costs 2012	Budget 2013	Costs for 2013	Budget 2014	Costs up to June 30th 2014	Estimated Costs 2014	Budget 2015
1	Executive Costs	7.893,74	9.151,99	6.671,90	9.500,00	9.444,68	16.050,00	4.182,42	14.600,00	18.500,00
2	Project groups costs	2.018,83	1.884,10	401,00	1.500,00		6.000,00			6.000,00
3	Enothe-link person	1.096,75	633,23	1.303,84	1.000,00	1.063,81	950,00		950,00	950,00
4	Cooperation with others	1.387,85	0,00	143,00	1.500,00	839,67	5.500,00	3.051,89	3.550,00	3.000,00
5	Website and internet fees	1.501,49	256,50	257,00	5.000,00	254,50	6.200,00		450,00	6.200,00
6	Financial assistance	2.539,17	1.796,83	770,09	4.000,00	2.079,26	3.000,00		1.500,00	2.000,00
7	Secretarial costs	931,02	560,73	902,35	600,00	409,59				600,00
8	Speaker for GA	0,00	0,00	225,00	1.000,00					
9	Membership fees	15,00	15,00	17,00	1.000,00	990,00	900,00	1.150,00	1.175,00	1.200,00
10	COTEC representation/consultati	251,50	0,00	0,00	1.500,00	1.048,25				
11	Bank charges	32,38	37,10	32,30	50,00	122,79	50,00	102,00	220,00	250,00
12	Consulting	2.932,05	13.970,30	59,00	2.000,00		1.000,00		800,00	1.000,00
13	PR		0,00	4.847,00	1.000,00		1.000,00	39,41	39,41	1.000,00
14	Office		0,00	433,00	200,00	7,51		78,25	78,25	100,00
15	Auditing		0,00	0,00	300,00		600,00		600,00	600,00
16	Gifts						200,00	30,95	200,00	200,00
17	General Assembly						3.000,00		3.000,00	3.000,00
	<b>Total Costs</b>	<b>20.599,78</b>	<b>28.305,78</b>	<b>16.062,48</b>	<b>30.150,00</b>	<b>16.260,06</b>	<b>44.450,00</b>	<b>8.634,92</b>	<b>27.162,66</b>	<b>44.600,00</b>

COTEC will reserve € 10.000,- as a loan for the European Congress.

COTEC's Income 2014	<b>27.826,86</b>
COTEC's Balance June 30th 2014	<b>67.037,11</b>