



CEENQA Annual Account 2017

/Treasurer's report/

General

The report was prepared on the basis of CEENQA Financial Statement (appendix no 1) and CEENQA Bank Account Overview analysis as well as realised figures for the period from January 1, 2017 to December 31, 2017.

Opening account balance on January 1, 2017 was **75 388,37 EUR**.

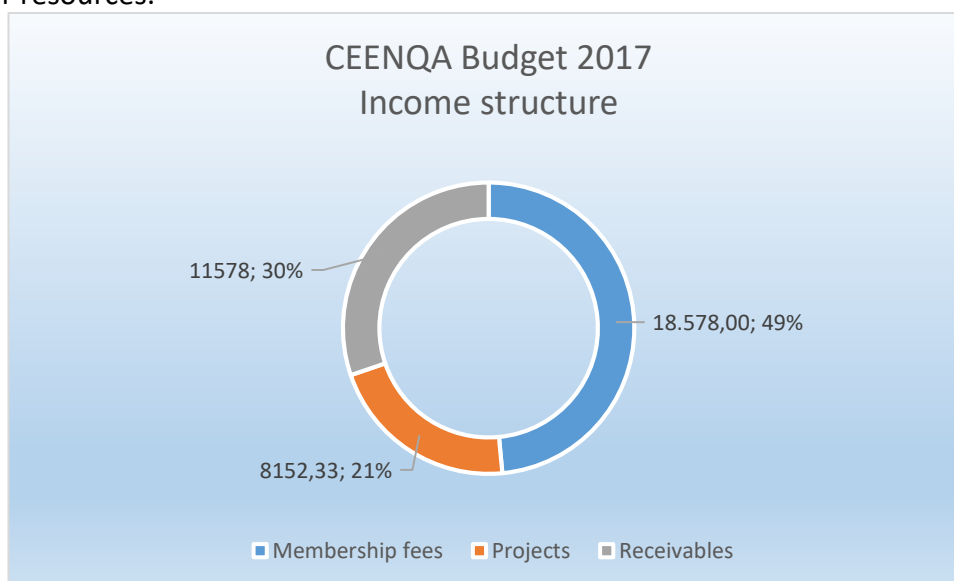
Closing account balance on December 31, 2017 was **59 748,86 EUR**.

The total equity for the reporting period to December 31, 2017 amounted to **59 348,82 EUR** positive.

Equity- overview	
Account balance as at January 1, 2017	75.388,37
Result based on fourth quarter of 2017	59.748,86
Total active debt as at December 31, 2017	-400,04
Equity as at December 31, 2017	59.348,82

1. Income

In 2017, the total income amounted to **38 278,33 EUR** from membership fees, projects' grants and other resources.



1.1. Income - membership contributions

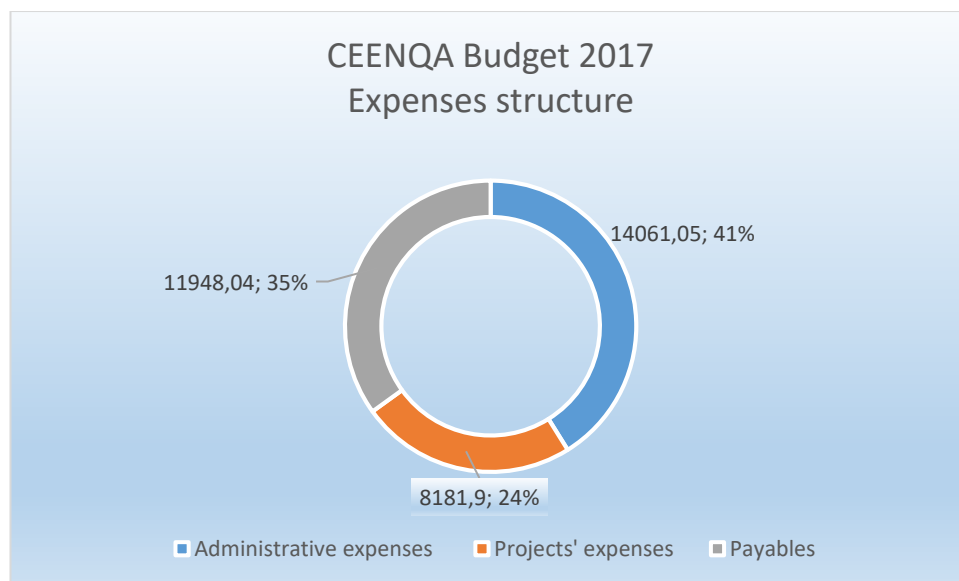
The membership contributions in 2017 made up 49% of total income. The membership fee with total value of **18 578,00 EUR** was received from 29 agencies (1 agency paid its 2016 fee in 2017). 1.200,00 EUR from two agencies are still pending. However, due to the withdrawal of one of these two agencies (already in April 2017 due to its dissolution), the membership fee cannot be expected anymore.

1.2. Income – project grants

In the reporting period CEENQA was engaged in 2 projects (ALIGN, QUAERE) and received grants for the tasks completed in 2017 for all projects plus the return of pending claims from previous years as well as pre-financing for the upcoming years which resulted in the total grant of **8 152,33 EUR**. 10 348 EUR are still pending from the QUAERE projects. The total grant for the projects represented 30% of total income.

2. Expenditures

In 2017, the total expenses amounted to **34 191,99 EUR**. Income was mainly channelled into administration and staff costs, projects and other activities.



2.1. Expenditures – administration and staff costs

Administration and staff costs amounted to 17 253,22 EUR (including payables amounting 3 192,17 EUR). The budget variance (totalling the fixed income and subtracting administration and staff costs) is favourable since the actual expense of administration and staff is less than fixed income.

	expenses 2017	payables 2017
Operating - Budget		
PM Salary MZ		
Secretary General	-2 499,00 €	-866,67 €
PM Salary ASIIN staff	-4 284,00 €	
Travel Cost GA	-2 999,44 €	
Travel Cost other		
ENQA affiliate fee	-2 317,00 €	
Fiscal Advisor/Taxation		
Bank fees	-329,29 €	
Office/ Materials / Other	-1 550,96 €	
Website Host	-81,36 €	
Website Technical Support (ASIIN)		-1 725,50 €
Health Insurance MZ		
Statutory Accident Insurance MZ		
CEENQA Brochure		
Membership Fees		-600,00 €
TOTAL Operating	-14 061,05 €	-3 192,17 €

2.2. Expenditures – projects’ related costs

Projects costs related mainly to project support (e.g. staff and travel). The total expenses for the projects amounted to 16 938,77 EUR (including payables amounting 8 755,87 EUR). The total projects’ budget overspent its outgoings by 1 561,56 EUR.

	expenses 2017	payables 2017
ALIGN Staff		- 4.843,05
ALIGN Travel	- 1.747,72	
QUAERE Staff	- 4.782,00	- 3.122,45
QUAERE Travel	- 1.653,18	- 790,37

Total	- 8.182,90	- 8.755,87

3. Total budget passive debt 31.12.2017: - 400,04 EUR

	receivables	payables
PM Salary ASIIN staff		866,67
Website technical support		1.725,50
Membership Fee	1.200,00	600,00
ALIGN Staff		4.843,05
QUAERE Staff	7.904,45	3.122,45
QUAERE Travel	2.443,55	790,37

Total	11.548,00	- 11.948,04

4. Result

3.1. Operating budget

Total result from operating budget 31.12.2017: **2 524, 78 EUR**

3.2. Projects' budget

Total result from project budget 31.12.2017: **1 561,56 EUR**

Appendix 1

	Budget 2017			
	Income 2017	expenses 2017	receivables 2017	payables 2017
Operating - Budget				
Secretary General		-2.499,00 €		-866,67 €
PM Salary ASIIN staff		-4.284,00 €		
Travel Cost GA		-2.999,44 €		
ENQA affiliate fee		-2.317,00 €		
Fiscal Advisor/Taxation				
Bank fees		-329,29 €		
Office/ Materials / Other		-1.550,96 €		
Website Host		-81,36 €		
Website Technical Support (ASIIN)				-1.725,50 €
Membership Fees	18.578,00 €		1.200,00 €	-600,00 €
TOTAL Operating	18.578,00 €	-14.061,05 €	1.200,00 €	-3.192,17 €
Projects - Budget				
ALIGN staff	4.843,05 €			-4.843,05 €
ALIGN travel	3.309,28 €	-1.747,72 €		
QUAERE staff		-4.782,00 €	7.904,45 €	-3.122,45 €
QUAERE travel		-1.653,18 €	2.443,55 €	-790,37 €
Total Projects	8.152,33 €	-8.182,90 €	10.348,00 €	-8.755,87 €
	operating result	2.524,78 €		
	project result	1.561,56 €		
	total 2017	4.086,34 €		
Status: 09.05.2018			Balance end of 2017	59.348,82 €