



EUROPEAN ASSOCIATION FOR  
THE EDUCATION OF ADULTS

*Management report*

*31.12.2012*

GA-6.6.2013-07-01-GE

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## Balance Sheet

<b><u>ASSETS</u></b>	Comments (see page 3)
<b>FIXED ASSETS</b>	<b>8 654</b>
IT Equipment & Web Site	2 383
Rental Guarantee	6 270
<b>CURRENT ASSETS</b>	<b>179 811</b>
Debtors	16 575 (1)
Other revenues to receive	20 114
Social security provision	5 819 (2)
Advance EUCIS	5 000
Cash at bank	118 094
Bob Schouten	14 120
Deffered charges & Acquired revenues	89
<b>TOTAL ASSETS</b>	<b>188 464</b>
<b><u>LIABILITIES</u></b>	
<b>CAPITAL AND RESERVES</b>	<b>63 676</b>
Reported Results	63 555
Result at 31/12/2012	121
<b>CURRENT LIABILITIES</b>	<b>124 788</b>
Suppliers	1 526
Advance received	1 200
GINCO Project	10 591
ENIL Project	7 557
INFONET III	-36
BELL Project	10 223
OED Project	59 206
Provision fund	11 690
Provision holiday premiums	22 832 (3)
<b>TOTAL LIABILITIES</b>	<b>188 464</b>

### Surplus & Loss Statement

	Total 31/12/2011	Annual Budget 2012	Total 31/12/2012	Comments (see page 3)	
<b>INCOMES</b>					
MEMBERSHIP FEES	88 680	91 000	91 471	(1)  see page 4 for detail	
EU CORE FUNDING	100 000	125 000	120 114		
PROJECTS EC	4 443	60 000	18 551		
SERVICES CONTRACTS	88 583		70 231		
EXTRA:	20 619	15 000	33 899	(2)	
Line subscription	245	0	105		
Services	12 700	0	29 775		
Extra Contr. To reception & GA	0	0	0		
Reimbursement Travel Expenses	6 877	0	2 709		
Others	797	0	1 310		
<b>S/TOTAL</b>	<b>302 325</b>	<b>291 000</b>	<b>334 267</b>		
<b>TOTAL INCOMES</b>	<b>302 325</b>	<b>291 000</b>	<b>334 267</b>		
<b>EXPENDITURES</b>					
<b>1 STAFF COSTS</b>					
Gross salaries	153 168	0	162 551	see page 4 for detail	
Social security and other costs	46 176	0	50 871		
<b>S/TOTAL</b>	<b>199 345</b>	<b>175 000</b>	<b>213 422</b>		
<b>2 PROJECT COSTS</b>					
Projects costs	1 000	0	721		
Services contracts	4 850	0	0		
<b>S/TOTAL</b>	<b>5 850</b>	<b>3 000</b>	<b>721</b>		
<b>3 TRAVEL EXPENSES</b>					
Travel & representation	7 358	0	17 395		
<b>S/TOTAL</b>	<b>7 358</b>	<b>13 000</b>	<b>17 395</b>		
<b>4 OFFICE COSTS</b>					
Rent	24 630	0	25 534		
Communication	1 982	0	1 233		
Equipment	4 800	0	5 805		
Insurance	5 117	0	3 121		
Bank charges	434	0	498		
Consumables	2 010	0	3 406		
Publication	857	0	6 373		
Translators	854	0	0		
Other	0	0	0		
<b>S/TOTAL</b>	<b>40 683</b>	<b>50 000</b>	<b>45 970</b>		
<b>5 ASSOCIATION MEETINGS</b>					
Board/ Link meetings/ Travel	12 012	0	10 284		
General Assembly/ Conferences	26 789	1	17 402		
<b>S/TOTAL</b>	<b>38 801</b>	<b>35 000</b>	<b>27 687</b>		
<b>6 OTHERS</b>					
Accounting/ Auditing	7 232	0	8 503	(3)	
Affiliation to Associations	1 450	0	2 746		
Exceptionnal Costs	4 724	0	2 597	(4)	
Depreciation on unpaid Fees	4 400	0	3 415		
Reserve Fund	0	0	11 690		
<b>S/TOTAL</b>	<b>17 806</b>	<b>15 000</b>	<b>28 951</b>		
<b>TOTAL EXPENDITURES</b>	<b>309 843</b>	<b>291 000</b>	<b>334 146</b>		
<b>PERIOD RESULT</b>	<b>-7 518</b>		<b>121</b>		

## Comments

### **Balance Sheet:**

(1)	Unpaid membership fees 2011	€ 7 250
	Unpaid membership fees 2012	€ 8 243
	Other (Projects - recharge expenses)	€ 1 082
	<b>Total</b>	<b>€ 16 575</b>

(2) Total Amount paid as advance to the social security authorities

(3) Provision for 01 to 12/2012 for holiday premium to pay in 2013

### **Surplus and Loss Statement:**

(1) The amount mentioned is the total membership fees **invoiced** for 2012.

**The amount received in 2012 for membership is 83228 Euro. (91%)**

(2)	Dissemination package 2011	
	Dissemination package 2012	
	DVV support visit	
(3)	KPMG - Fees until 31/12/2012	€ 5 410
	HLB - External Audit	€ 3 093
	<b>Total</b>	<b>€ 8 503</b>

(4) Use stolen credit card in 2010 - expenses non recoverable

### Projects and services contracts details

#### PROJECTS EC:

	GINCO	ENIL PROJECT	INFONET III	BELL PROJECT	OED PROJECT
	01.10.2009-30.09.2012	01.12.2010 - 30.11.2013	01.10.2012 - 30.09.2015	01.11.2011 - 31.10.2013	01.12.2011-30.11.2014
Cash Advances	14004	7888	0	11526	153459
Recharge Expenses	0	0	296	0	0
Other	0	0	0	0	-90108
<b>Total Revenues</b>	<b>14004</b>	<b>7888</b>	<b>296</b>	<b>11526</b>	<b>63351</b>
Staff costs	9408	5584	2033	6174	26436
Fees Experts	0	0	0	0	0
Travel	3341	294	332	661	1218
Subsistence	72	37	0	41	2167
Office supplies	0	0	0	600	0
Phone/Internet	0	0	0	0	760
<b>Total Expenses</b>	<b>12821</b>	<b>5914</b>	<b>2364</b>	<b>7476</b>	<b>30581</b>
<b>Project Result</b>	<b>1183</b>	<b>1974</b>	<b>-2069</b>	<b>4049</b>	<b>32770</b>
<b>Accounting Result (see balance sheet)</b>	<b>10591</b>	<b>7557</b>	<b>-36</b>	<b>10223</b>	<b>59206</b>

Staff costs are globalized in EAEA total staff costs

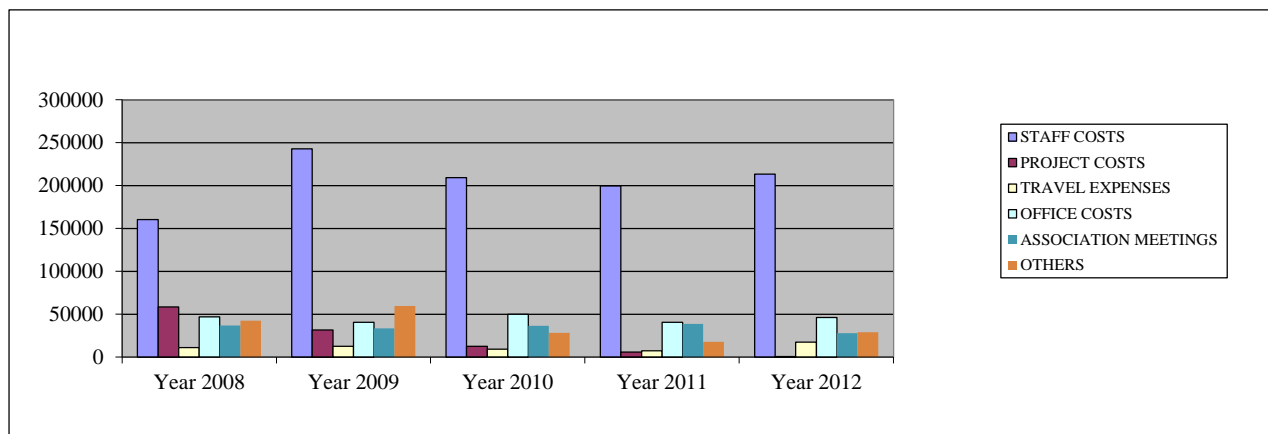
Closed in 2012		Closed in 2012	
POLIGLOTTI4 EU	PALADIN		
01.01.2011-31.12.2012	02.05.2011 - 02.05.2012		
16749	8258		
315	0		
0	0		
<b>17065</b>	<b>8258</b>		
13327	2654		
4000	648		
89	696		
210	129		
0	1000		
0	0		
<b>17626</b>	<b>5127</b>		
<b>-561</b>	<b>3131</b>		
<b>12766</b>	<b>5785</b>		
<b>Total Income 2012</b>			

#### SERVICES CONTRACTS :

EPVET	52082
SERBIA	18149
<b>TOTAL</b>	<b>70231</b>

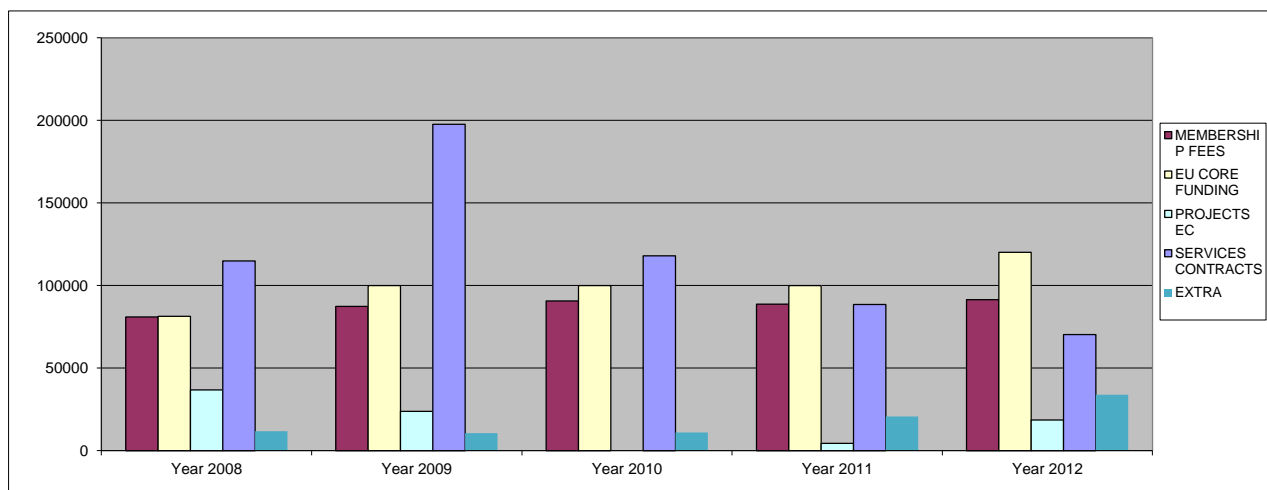
### Expenditures repartition

	Year 2008	Year 2009	Year 2010	Year 2011	Year 2012
STAFF COSTS	160474	242930	209136	199345	213422
PROJECT COSTS	58283	31661	12495	5850	721
TRAVEL EXPENSES	10873	12589	9113	7358	17395
OFFICE COSTS	46830	40532	49967	40683	45970
ASSOCIATION MEETINGS	36 803	33 491	36 559	38 801	27687
OTHERS	42 273	59 549	28 104	17 806	28951



### Revenues evolution

	Year 2008	Year 2009	Year 2010	Year 2011	Year 2012
MEMBERSHIP FEES	81000	87375	90700	88680	91471
EU CORE FUNDING	81406	99953	100000	100000	120114
PROJECTS EC	36798	23838	0	4443	18551
SERVICES CONTRACTS	114789	197667	117993	88583	70231
EXTRA	11 800	10 697	10 967	20 619	33 899




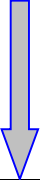


### Assets Depreciation Table

Acquisition Date		Method	Rate %	Acquisition Value	Previous Depreciation	Yearly Depreciation	Total Depreciation	Net Value
	<b>IT EQUIPMENT</b>			11 434,91	7 389,28	1 662,21	9 051,49	2 383,42
20.1.2008	Web Site	Linear	33 %	3 034,50	3 034,50	0,00	3 034,50	0,00
7.2.2008	DELL COMPUTER	Linear	33 %	1 083,25	1 083,25	0,00	1 083,25	0,00
7.3.2008	DELL COMPUTER	Linear	33 %	1 071,15	1 071,15	0,00	1 071,15	0,00
28.4.2008	VSY EQUIPMENT	Linear	33 %	324,00	324,00	0,00	324,00	0,00
31.12.2009	DELL COMPUTER	Linear	33 %	935,38	935,38	0,00	935,38	0,00
15.9.2010	COMPUTER	Linear	33 %	1 411,50	941,00	470,50	1 411,50	0,00
30.9.2012	LAPTOP	Linear	33 %	1 182,21	0,00	394,07	394,07	788,14
11.12.2012	2 LAPTOPS	Linear	33 %	2 392,92	0,00	797,64	797,64	1 595,28



## Bob Schouten Fund

Overview of incomes, expenses and interest

Year	Expenses	Income	Interest	Total
<b>2009</b>				<b>19223</b>
				
<b>2010</b>	687,75			
	417,94			
	732,25			
	2140			
<b>2011</b>	169,27			
	170		587,94	
	1500		403,22	
<b>2012</b>	0			
	700			
	0		422,55	

**Bob Schouten was used in 2012 for financial participation of younger seminar staff for Ms Nastassia Kuzmich from Belarus**

## Wages Justification

<b>GROSS WAGES</b>		
<b><u>Relevé 325 SECUREX</u></b>		
Wages	162 551,01	
<b>TOTAL GROSS REMUNERATIONS</b>	<b>162 551,01</b>	
<b>SOCIAL SECURITY</b>	<b>-20 005,27</b>	
<b>TAXABLE</b>		<b><u>142 545,74</u></b>
 <b><u>Accounting</u></b>		
620 300 Employees Wages	147 603,43	
620 400 Pécule de vacances	14 947,58	
<b>TOTAL GROSS REMUNERATIONS</b>	<b>162 551,01</b>	
<b>SOCIAL SECURITY</b>	<b>-20 005,27</b>	
<b>TAXABLE</b>		<b><u>142 545,74</u></b>
<b>Difference</b>	<b>0,00</b>	
<b>SOCIAL SECURITY</b>		
<b><u>Relevé 325 HDP</u></b>		
Social security 2012	44 023,62	
 <b><u>Accounting</u></b>		
621 000 Social Security	42 316,52	
<b>Difference</b>	<b>1 707,10</b>	
NC T4/2012 non repris dans synthèse securex	<b>0,00</b>	
<b>Justification</b>	<b>0,00</b>	
Différence	1 707,10	
<b>OTHER COSTS</b>		
<b><u>Relevé 325</u></b>		
Other costs	5 507,00	
Travel costs participation	1 183,00	
Securex fees	3 519,53	
Taxes reduction	<b>-1 628,90</b>	
 <b><u>Comptabilité</u></b>		
623 100 Employer contribution	5 507,00	
623 100 Travel costs	1 182,34	
612 000 Securex Fees	3 519,53	
749 000 Taxes reduction	<b>-1 628,90</b>	
<b>Difference</b>	<b>0,66</b>	