



Finance and Administration Committee

FAC(19)03

***2020 Draft Budget, 2021 Forecast Budget and
Five-Year (2020 – 2024) Budgeting Plan***

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(a) Introduction

This document presents a 2020 Draft Budget and a 2021 Forecast Budget for consideration by the Finance and Administration Committee (FAC). An updated five-year (2020 – 2024) Expenditure and Income Projection or ‘Budgeting Plan’ is included for information. The FAC had previously welcomed the more detailed and transparent budget format that was used for the first time for the 2014 budget and this has again been used for the 2020 Draft Budget. As requested by the European Union last year, we have provided details of the fixed component of the contribution in Section 16.

Forecasts of the Consumer Price Index (CPI) for the UK for 2020, published by the UK Government’s Treasury, currently average around 2% (1.6 - 3.5%) so an increase in the budget by this amount represents no increase in real terms. Forecasts of the Retail Price Index (RPI) are higher. The 2020 budgeted expenditure (£636,630) represents no significant change compared to that in the 2019 Budget (£636,000) and is 3.5% lower (5.5% in real terms) than that anticipated in the 2019 - 2023 Budgeting Plan for 2020 (£659,350).

The Organization’s reserves were utilised in 2012 but have been rebuilt. The 2018 Audited Accounts, FAC(19)02, indicate that the Working Capital Fund is at its ceiling of £200,000. The Contractual Obligation Fund continues to be rebuilt after its utilisation in 2017 and now stands at approximately £156,000. It will be rebuilt further over the coming years. The Recruitment Fund has been rebuilt slightly in 2018 and now stands at approximately £52,000. There is no longer any contribution to the International Year of the Salmon Fund. Overall, and as noted by the FAC, the Organization’s financial position continues to be much more favourable than at the start of 2013.

(b) Budget Commentary – Expenditure

1. Staff-related costs	2019 Budget	2020 Draft
	£341,750	£353,180

Note. This section is approximately 1% higher in real terms than the sum included in the 2019 - 2023 Budgeting Plan for 2020 (£352,100). The overtime calculation for General Service Category staff has now been revised in line with actual spend.

1.1 Secretariat members (£233,270)

This sub-section covers the salary and employee contributions to the Staff Fund of staff in both the Professional Category of the Co-ordinated Organisations (the Secretary) and the General Services Category (GSC) (the Assistant Secretary, the PA to the Secretary and the PA). Following the external review of the Staff Fund, all full-time staff salaries are now budgeted for in this section of the budget.

1.2 Temporary, part-time and support staff (£33,800)

This section includes all costs related to staff on part-time contracts (the Information and Publications Assistant). A small sum has been included for agency staff (£1,500).

1.3 Other staff-related costs (£86,110)

This section covers all other staff-related costs. These include employer contributions to the Staff Fund, allowances and insurances as defined in the Staff Rules together with any other items related to staff employment.

The total staff-related costs for 2020, as currently budgeted, can be divided as follows:

Secretariat members' salaries (incl. employee Staff Fund payments)	£233,270
Staff Fund contributions by NASCO	£47,570
Insurances	£27,510
Allowances	£11,030
Temporary, part-time and support staff costs	£33,800
Total	£353,180

2. Travel and subsistence	2019 Budget	2020 Draft
	£37,000	£39,500

Note. The sum budgeted is higher than 2019 - 2023 Budgeting Plan (£26,750) but in line with the 2018 expenditure.

2.1 Travel and subsistence for Annual Meeting (£11,500)

This sub-section covers the cost of moving the Secretariat to run the Annual Meetings when these are held abroad. The Council has accepted an invitation to hold its Thirty-Seventh (2020) Annual Meeting in the Faroe Islands. This results in some increased travel and subsistence costs compared to when the meeting is held in Edinburgh but there will be considerably lower costs in section 5 (Meetings). A sum of £11,500 has been allocated to this sub-section.

2.2 Official travel and subsistence (£28,000)

This sub-section covers all official travel and subsistence **other than those costs covered by sub-section 2.1 above**. Subsistence rates are those set independently by the Co-ordinated Organisations. Although it is not possible to predict actual duties this section includes the following anticipated travel:

- NASCO meetings (including attendance at the Annual Meeting, preparatory meeting(s) for the Annual Meeting, inter-sessional Council and Commission meetings, Review and Working Group meetings, Committee meetings, and consultations with NASCO's President and Chairs);
- liaison with ICES (e.g. MIRIA and ASC), the UN and FAO (e.g. RSN, COFI and FIRMS), and RFMOs;
- scientific and other relevant meetings;
- other activities required for the effective and efficient running of the Organization including public relations activities.

In 2018, the costs incurred were mainly related to NASCO meetings and increased due to increased commitments for both the Secretary and the Assistant Secretary. There is a need for the Assistant Secretary also to be involved in the majority of NASCO's meetings.

3. Research & advice	2019 Budget £69,000	2020 Draft £65,700
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Note. The sum budgeted is lower (7% in real terms) than for 2020 in the 2019 - 2023 Budgeting Plan (£71,000) as a result of ICES holding the 2020 rate in line with the actual 2019 rate while a new MoU is negotiated.

3.1 Annual contribution to ICES (£65,700)

The Memorandum of Understanding (MoU) with ICES is subject to review every three years. The Council agreed to continue with the MoU for a further three-year period from 2016. However, given recent developments in ICES' advisory work as a whole, related to the interface between data, science and advice, some of which is still ongoing, ICES has suggested that a full review of the NASCO-ICES MoU is initiated in 2020.

Under the MoU, a payment schedule was agreed under which annual adjustments are made only to take account of inflation in Denmark. For 2020, we have included the sum of DKK 560,000, as advised by ICES, which includes the contribution towards the stipend for the Chair of the ACOM (approximately DKK 40,000 at 2006 prices) and an additional element to cover NASCO's share of the costs of a quality assurance scheme operated by ICES to which all client Commissions are contributing (approximately DKK 60,000 at 2006 prices). The pound sterling remains weak against the Danish Kroner and an exchange rate of £1 = DKK 8.1 has been used.

Significant cost savings are possible under the current MoU if there is no request for 'peer reviewed' advice from ICES, but this would only be possible if there are multi-annual measures in the same year in both the West Greenland and North-East Atlantic Commissions. However, because of the use of the Framework of Indicators, to confirm whether reassessment of the catch advice is warranted, the budget would need to allow for provision of advice, although these funds may not subsequently be needed.

3.2 Other research and advice (£0)

No expenditure on other research or advice is anticipated in 2020.

4. Contribution to Working Capital Fund	2019 Budget £0	2020 Draft £0
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The Working Capital Fund is important in ensuring the Organization can meet any unanticipated non-budgeted or urgent costs and in providing funds in the event of delays in receiving the contributions from the Parties. On the advice of the FAC, the Council set the ceiling for the Working Capital Fund at £200,000. Following use of most of the Working Capital Fund (~£147,000) in 2012, it has been rebuilt in full and is at its current maximum level. This section of the budget has, therefore, been set to zero.

5. Meetings	2019 Budget £12,500	2020 Draft £12,750
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Note. The sum budgeted is significantly lower than in the 2019 - 2023 Budgeting Plan (£47,500). The Budgeting Plan accounted for the fact that the 2020 NASCO Annual Meeting might have to be held in Edinburgh if none of the Parties were able to host the meeting.

5.1 *Costs of Annual Meeting (£5,000)*

The Organization has accepted an invitation to hold its Thirty-Seventh (2020) Annual Meeting in the Faroe Islands. The Council previously agreed to include a small sum to allow for any costs associated with the Annual Meeting and the sum of £5,000 has been included for 2020.

5.2 *Costs of other meetings (£7,750)*

NASCO has held a range of meetings in addition to its Annual Meeting. This workload diminished for a number of years but since 2014 there have been inter-sessional meetings of the West Greenland Commission, annual Review Group meetings, meetings of the Steering Committees for some of the Theme-based Special Sessions and for the 2019 IYS Symposium, a meeting of the *Gyrodactylus salaris* Working Group, a meeting the Working Group on Future Reporting and meetings of the IP / APR Review Group for the Review of the Implementation Plans under the third reporting cycle. A small element (£7,750) has been included to cover the costs of such meetings in 2020. It is not, however, possible to predict precisely, at the time of preparing the Draft Budget, what meetings will be necessary, where they will be held, and the cost of the facilities.

6. Office supplies, printing and translation	2019 Budget £29,500	2020 Draft £26,500
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This section covers the printing (£8,000) and translation (£2,500) costs associated with the production of the annual reports and any other documents issued by the Organization and the costs of all office supplies (£16,000). The latter includes estimates, based on 2018 costs, for photocopying (£1,500), consumables (£3,500), software and documentation (£7,500), equipment maintenance and support (£2,500) and other office supplies (£1,000). The sum budgeted represents a decrease of 12.3% in real terms from the 2019 - 2023 Budgeting Plan (£29,500) and is associated with lower printing and consumables costs.

7. Communications	2019 Budget £19,500	2020 Draft £19,750
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This section covers all costs associated with telephone, email and facsimile (£4,750), postage (£3,500), and IT support and website maintenance and development (£11,500). The sum budgeted represents no real change on the 2019 - 2023 Budgeting Plan (£19,500).

8. Headquarters Property	2019 Budget £44,250	2020 Draft £44,250
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The benefits of the Council's decision to purchase its Headquarters Property are clear to see. Following agreement of a ten-year lease with new tenants in January 2015, the Organization expects to receive significant income from the property (about £52,000 in 2019) as a result of rental income and service charges (see section 17) and at the same time there is no rent to pay and the Parties own a substantial capital asset. A proportion of the costs of running and maintaining the property are recovered from our tenants through the service charges. The sum budgeted is the same as in the 2019 - 2023 Budgeting Plan (£44,250).

8.1 *Capital and interest payments (£0)*

There is no loan on the Property, so this section of the budget, again, has been set to zero.

8.2 *Maintenance, services, etc. (£44,250)*

The Headquarters Property is a listed Georgian building (i.e. it is of historic significance) and such buildings are more expensive to maintain. The budget comprises estimated local authority

charges including rates, water and drainage (£6,000), central heating and electricity (£9,000), property insurance (£5,500), cleaning (£6,750), and all repairs and maintenance including essential contracts related to building safety and security (£17,000). In addition to maintaining the value of a considerable capital asset, we are required under the lease to maintain the property to a reasonable standard and the budget allows for such ongoing work. In recent years, substantial improvements have been made to the property including installing new water tanks and central heating boilers. The budget does not allow for any major unexpected repairs or maintenance in 2020 which would have to be found from the Working Capital Fund.

9. Office furniture and equipment	2019 Budget £6,500	2020 Draft £17,000
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The Organization, with its small staffing level, is very dependent on modern equipment which permits a high level of staff productivity. The principal aim is to ensure that the Organization functions efficiently. It is almost impossible to predict, up to eighteen months ahead, what equipment will fail and require repair or replacement and what new technologies will become available. No allowance has been made for office furniture. This section of the budget has not been increased for many years. The sum budgeted is higher than the 2019 - 2023 Budgeting Plan because two new laptops will need to be purchased in 2020 in addition to the three PCs included in the 2019 - 2023 Budgeting Plan.

10. Audit and other expenses	2019 Budget £11,500	2020 Draft £13,500
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This section covers audit fees (£8,000), bank and other charges (£1,000), and representation, staff training and other miscellaneous costs including any legal fees (£4,500). The sum budgeted is an increase on the 2019 - 2023 Budgeting Plan (£12,000) but in line with increasing spend.

11. Tag Return Incentive Scheme	2019 Budget £4,500	2020 Draft £4,500
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The Tag Return Incentive Scheme is intended to stimulate the return of external tags (all tags in the case of the West Greenland Commission). There is a Grand Prize of £1,500 and three Commission prizes of £1,000 each, a total of £4,500 in prizes. The sum budgeted is in line with the 2019 – 2023 Budgeting Plan (£4,500).

12. International Atlantic Salmon Research Fund	2019 Budget £0	2020 Draft £0
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At its Eighteenth Annual Meeting, the Council established an International Atlantic Salmon Research Board (IASRB) to direct and coordinate a programme of research into the causes of marine mortality of salmon. The Council agreed to include sums of £12,000 and £18,000 in the 2003 and 2004 budgets, respectively, to allow initial fund-raising activities to commence. These ‘seed funds’ helped to raise enormous sums of money that allowed the first-phase of the SALSEA Programme to be implemented. The intention was that, in the longer term, the Board’s costs would be met from its own resources and no subsequent budgetary provision has been made.

13. Contractual Obligation Fund	2019 Budget £35,000	2020 Draft £35,000
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The Council had previously agreed that it should build the Contractual Obligation Fund to a ceiling of £250,000 and this was achieved by the end of 2016. The Contractual Obligation Fund

was almost fully used in 2017. The audited accounts indicate that the fund currently stands at approximately £156,000. The sum budgeted here is in accordance with the 2019 - 2023 Budgeting Plan (£35,000).

14. Contribution to Recruitment Fund	2019 Budget	2020 Draft
	£5,000	£5,000

In 2012, the Council decided to establish a Recruitment Fund, with the first payment into the fund being made in 2014. In 2016, the Committee agreed that a sum of £60,000 would be an appropriate level for the Recruitment Fund. In 2017 and early 2018, the fund was used to cover costs for the recruitment of both the Secretary and Assistant Secretary. The Fund will be used again in 2019 to recruit the Assistant Secretary's replacement. At the time of writing it is unclear what the budget will be. The sum of £5,000 was included in the 2019 Budget and again in the 2020 Draft Budget to rebuild the fund. The fund currently stands around £52,000. The sum budgeted is in line with the 2019 - 2023 Budgeting Plan.

15. Contribution to IYS Fund	2019 Budget	2020 Draft
	£20,000	£0

In 2016, the Council had recognised that an International Year of the Salmon (IYS) could provide a very good opportunity to raise awareness of the factors driving salmon abundance, the environmental and anthropogenic challenges they face and the measures being taken to address these. It agreed to make a sum of £60,000 available in the 2017 budget for an IYS Special Fund to be established in accordance with Financial Rule 6.1 to support IYS activities. This sum was to be carried forward until the expenditure is needed. The Council further agreed to make the sum of £40,000 available in the 2018 budget and £20,000 available in the 2019 budget. Given that 2019 is the International Year of the Salmon, no further funds have been budgeted after 2019.

(c) Budget Commentary – Income

16. Contributions of the Parties	2019 Budget	2020 Draft
	£585,000	£583,630

The contributions of the Parties based on this budget are shown on page 11. The contributions have been calculated by reducing the budget by an estimated amount for interest (Section 17) and income from the property (Section 18). The contributions for each Party have been calculated in accordance with Article 16, paragraph 2 of the Convention. The 2019 contributions have been recalculated to take account of the difference in the provisional and confirmed 2017 catch statistics and the appropriate adjustments have been made to the 2020 contributions. Changes in the contributions can occur even with stable budgets when a Party's proportion of the total catch changes. The 2020 contributions are lower than anticipated in the 2019 - 2023 Budgeting Plan (£608,350).

In 2017, the FAC requested the Secretary to include the 30% share of the contribution for each Party in this section. In 2020, this equates to £29,182 per Party.

The 2020 draft budget contributions include the United Kingdom (UK) catch as part of the European Union (EU) catch but this may need to be adjusted if the UK leaves the EU, particularly if the UK joins NASCO as a new Party. Separate figures are available as forecast contributions that both include and exclude (either from the EU or from NASCO) the UK in a separate paper, FAC(19)04.

17. General Fund - Interest	2019 Budget	2020 Draft
	£1,000	£1,000

Depending on prompt payment of contributions, the Organization should receive interest on the funds it holds which are invested. Interest rates in the UK remain negligible, with base rate presently only 0.75%. Any interest received is used to reduce the contributions of the Parties. In the event that interest rates rise and contributions are received promptly, any additional interest above the budgeted figure would be used to generate a surplus. Delays in the receipt of contributions could result in lower interest being received. The sum budgeted is in line with the 2019 - 2023 Budgeting Plan (£1,000).

18. Headquarters Property Income	2019 Budget	2020 Draft
	£50,000	£52,000

A ten-year lease was agreed with Inigo Business Centres Ltd with effect from 5 January 2015. The initial annual rental under this lease is £40,000 and we anticipate service charges, including our management fee, in the region of £10,000 per annum. We have assumed income of £52,000 for 2020 but actual service charges are hard to predict.

19. Surplus or Deficit from 2018	2019 Budget	2020 Draft
	£0	£0

There was neither a surplus nor deficit in 2018.

(d) Overall

The 2020 budgeted expenditure (£636,630) represents no significant change compared to that in the 2019 Budget (£636,000) and is 3.5% lower (5.5% in real terms) than that anticipated in the 2019 - 2023 Budgeting Plan for 2020 (£659,350).

2019 - 2021 Expenditure Summary (Pounds Sterling)

	2019 Current	2020 Draft	% Change 2019 / 2020		2021 Forecast
			Real Terms	Gross	
1. Staff-related costs <i>Slight increase in real terms and compared to the 2019 – 2023 Budgeting Plan (£352,100).</i>	341,750	353,180	1.2%	3.3%	360,600
2. Travel and subsistence <i>2020 Annual Meeting in the Faroe Islands. 5% increase in real terms but in line with 2018 expenditure.</i>	37,000	39,500	4.7%	6.8%	40,330
3. Research and advice <i>Payment in accordance with MoU but sum lower than the 2019 – 2023 Budgeting Plan (£71,000) due to holding the 2020 rate in line with the actual 2019 rate while a new MoU is negotiated.</i>	69,000	65,700	-6.9%	-4.8%	67,080
4. Contribution to Working Capital Fund <i>Fund at ceiling of £200,000.</i>	0	0	-	-	0
5. Meetings <i>No real term change proposed.</i>	12,500	12,750	-0.1%	2.0%	13,250
6. Office supplies, printing and translation <i>Decrease in real terms proposed and lower than the 2019 – 2023 Budgeting Plan (£29,500)</i>	29,500	26,500	-12.3%	-10.2%	26,500
7. Communications <i>No real term change proposed on the sum budgeted in the 2019 – 2023 Budgeting Plan (£19,500).</i>	19,500	19,750	-0.8%	1.3%	19,750
8. Headquarters Property <i>No change in budget.</i>	44,250	44,250	-2.1%	0.0%	44,250
9. Office furniture and equipment <i>The sum budgeted is higher than the 2019 - 2023 Budgeting Plan because two new laptops will need to be purchased in 2020 in addition to the three PCs included in the 2019 – 2023 Budgeting Plan.</i>	6,500	17,000	159.4%	161.5%	17,000
10. Audit and other expenses <i>Increase in audit costs and increase on the 2019 – 2023 Budgeting Plan (£12,000) in line with actual increasing spend.</i>	11,500	13,500	15.3%	17.4%	64,000
11. Tag Return Incentive Scheme <i>No change in budget.</i>	4,500	4,500	-2.1%	0.0%	4,500
12. International Atlantic Salmon Research Fund	0	0	-	-	0
13. Contribution to Contractual Obligation Fund <i>Contribution in accordance with the 2019 – 2023 Budgeting Plan.</i>	35,000	35,000	-2.1%	0.0%	35,000
14. Contribution to Recruitment Fund <i>2020 contribution in accordance with the 2019 – 2023 Budgeting Plan.</i>	5,000	5,000	-2.1%	0.0%	5,000
15. Contribution to IYS Fund <i>Sum in line with the 2019 – 2023 Budgeting Plan (£0).</i>	20,000	0	-102.1%	-100.0%	0

North Atlantic Salmon Conservation Organization
2020 Draft Budget and 2021 Forecast Budget (Pounds Sterling)

		Budget 2020	Forecast 2021
Expenditure			
1.	Staff-related costs	353,180	360,600
2.	Travel and subsistence	39,500	40,330
3.	Research and advice	65,700	67,080
4.	Contribution to Working Capital Fund	0	0
5.	Meetings	12,750	13,250
6.	Office supplies, printing and translation	26,500	26,500
7.	Communications	19,750	19,750
8.	Headquarters Property	44,250	44,250
9.	Office furniture and equipment	17,000	17,000
10.	Audit and other expenses	13,500	64,000
11.	Tag Return Incentive Scheme	4,500	4,500
12.	International Atlantic Salmon Research Fund	0	0
13.	Contribution to Contractual Obligation Fund	35,000	35,000
14.	Contribution to Recruitment Fund	5,000	5,000
15.	Contribution to IYS Fund	0	0
Total Expenditure		636,630	697,259
Income			
16.	Contributions - Contracting Parties	583,630	646,259
17.	General Fund – Interest	1,000	1,000
18.	Income from Headquarters Property	52,000	50,000
19.	Surplus or Deficit (-) from 2018	0	0
Total Income		636,630	697,259

2020 Draft Budget & 2021 Forecast Budget (Pounds Sterling) - Expenditure by Sub-section

	Draft 2020	Forecast 2021
1. Staff related costs		
1.1 Secretariat members	233,270	238,200
1.2 Temporary and part-time staff costs	33,800	34,500
1.3 Staff Fund, allowances, insurances and other costs	86,110	87,900
Total	353,180	360,600
2. Travel & subsistence		
2.1 Travel to Annual Meeting	11,500	11,742
2.2 Official travel and subsistence	28,000	28,588
Total	39,500	40,330
3. Research and advice		
3.1 Contribution to ICES	65,700	67,080
3.2 Other research & advice	0	0
Total	65,700	67,080
4. Contribution to Working Capital Fund	0	0
5. Meetings		
5.1 Costs of annual meeting	5,000	5,500
5.2 Costs of other meetings	7,750	7,750
Total	12,750	13,250
6. Office supplies, printing and translation		
6.1 Office supplies	16,000	16,000
6.2 Printing	8,000	8,000
6.3 Translations	2,500	2,500
Total	26,500	26,500
7. Communications		
7.1 Telecommunications	4,750	4,750
7.2 Postage and courier services	3,500	3,500
7.3 IT Support & Website	11,500	11,500
7.4 Communications, professional support and design	0	0
Total	19,750	19,750
8. Headquarters Property		
8.1 Capital and interest payments	0	0
8.2 Maintenance, services and other building related costs	44,250	44,250
Total	44,250	44,250
9. Office furniture and equipment		
9.1 Furniture	0	1,500
9.2 Equipment	17,000	17,000
Total	17,000	17,000
10. Audit and other expenses		
10.1 Audit and accountancy fees	8,000	8,000
10.2 Bank charges and insurances	1,000	1,000
10.3 Miscellaneous	4,500	55,000
Total	13,500	64,000
11. Tag Return Incentive Scheme	4,500	4,500
12. Contribution to IASRF	0	0
13. Contribution to Contractual Obligation Fund	35,000	35,000
14. Contribution to Recruitment Fund	5,000	5,000
15. Contribution to IYS Fund	0	0
Total Expenditure	636,630	697,259

2019 Budget Contributions (Pounds Sterling) Adjusted for Confirmed rather than Provisional 2017 Catches (tonnes)

Party	2017 catch (provisional)	2017 catch (confirmed)	2019 contribution (provisional)	2019 contribution (confirmed)	Adjustment
Canada	112	110	71,954	71,075	-879
Denmark (Faroe Islands and Greenland)	28	28	39,926	39,896	-30
European Union	223	225	114,277	114,800	524
Norway	664	667	282,423	282,859	435
Russian Federation	47	47	47,170	47,120	-50
USA	0	0	29,250	29,250	0
Total	1,074	1,077	585,000	585,000	0

Note. A positive adjustment represents an underpayment in 2019.

NASCO Budget Contributions for 2020 and Forecast Budget Contributions for 2021 (Pounds Sterling)

Party	2018 catch (provisional)	2020 contribution	Adjustment from 2019	2020 adjusted contribution	2021 forecast contribution
Canada	90	66,061	-879	65,181	73,150
Denmark (Faroe Islands and Greenland)	40	45,572	-30	45,543	50,463
European Union	192	107,857	524	108,381	119,432
Norway	595	272,995	435	273,430	302,290
Russian Federation	80	61,963	-50	61,913	68,612
USA	0	29,182	0	29,182	32,313
Total	997	583,630	0	583,630	646,259

Contributions are based on the official returns.

Column totals in both tables can be in error by a few pounds due to rounding.

Five-year NASCO Budgeted Expenditure and Income Projections 2020 – 2024

		2020	Forecast 2021	Forecast 2022	Forecast 2023	Forecast 2024
Expenditure						
1.	Staff related costs	353,180	360,600	371,418	382,561	394,037
2.	Travel & Subsistence	39,500	40,330	30,500	40,750	41,000
3.	Research & advice	65,700	67,080	68,500	69,000	70,000
4.	Contribution to Working Capital	0	0	0	0	0
5.	Meetings	12,750	13,250	48,500	13,500	13,750
6.	Office supplies, printing and translations	26,500	29,500	27,000	27,500	27,500
7.	Communications	19,750	19,750	20,000	20,250	20,500
8.	Headquarters Property	44,250	44,250	45,000	45,500	46,000
9.	Office furniture & equipment	17,000	17,000	6,500	6,500	6,500
10.	Audit & other expenses	13,500	64,000	13,750	13,750	14,000
11.	Tag return incentive scheme	4,500	4,500	4,500	4,500	4,500
12.	International Cooperative Research	0	0	0	0	0
13.	Contribution to Contractual Obligation Fund	35,000	35,000	30,000	30,000	30,000
14.	Contribution to Recruitment Fund	5,000	5,000	0	0	0
15.	Contribution to IYS Fund	0	0	0	0	0
Total		636,630	697,259	665,668	653,811	667,787
Income						
16.	Contributions of Contracting Parties	583,630	646,259	614,668	603,447	617,997
17.	Interest Received on General Fund	1,000	1,000	1,000	1,000	1,000
18.	Income from HQ property	52,000	50,000	50,000	50,000	50,000
Total		636,630	697,259	665,668	654,447	668,997