



Open Forum for **CSO** Development Effectiveness

2010

Presentation of the 2010 budget related to the implementation of the project “Open Forum for CSO Development Effectiveness”: January 1st 2010 – December 31st 2010.
Submission date: March, 5th 2010.

Budget & Workplan

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A. Funds available for 2010 activities¹

Signed Contracts	Funding sources	Funds to be received in 2010		Cumulative amounts (2009-2010)	
		Currency of Donors	in EURO	Currency of Donors	in EURO
	Austria (ADA)	" -	" -	" 270,000	" 270,000
	Denmark (DANIDA)	500,000 DKK	" 67,204	500,000 DKK	" 67,204
	Finland (Ministry of Foreign Affairs of Finland)	" 200,000	" 200,000	" 200,000	" 200,000
	Sweden (SIDA)	1,750,000 SEK	" 168,481	3,250,000 SEK	" 312,894
	Switzerland (SDC)	" 50,000	" 50,000	" 170,000	" 170,000
	United Kingdom (DFID)	£ 310,000.00	" 356,322	£ 310,000.00	" 356,322
	Sub-Total		€ 842,007		€ 1,376,420
Potential Funds	Potential Funding sources	Funds to be received in 2010		Cumulative amounts	
		Currency of Donors	in EURO	Currency of	in EURO
	Belgium	" 50,000	" 50,000	" 50,000	" 50,000
	Canada ²	266,667 CAD	" 178,971	266,667 CAD	" 178,971
	Netherlands	" 50,000	" 50,000	" 50,000	" 50,000
	Sub-Total		€ 278,971		€ 278,971
	Grand Total		€ 1,120,978		€ 1,655,391
				2009 Expenses	€ 149,494
				Balance	€ 1,505,896
Balance	Funds available in 2010	Signed Contracts	Anticipated funds		
	Total Income for 2010	" 842,007	" 1,120,978		
	Carried Over 2009	" 384,918	" 384,918		
	Balance	€ 1,226,926	€ 1,505,896		

¹ Exchange rates: 1€ = 10.39 SEK (x-rate of the day of the SIDA 1st Disbursement, Nov 23rd 2009) = 7.44 DKK (monthly average of January 2010) = £ 0.87 (day of the DFID 1st Disbursement, Jun 2nd, 2009) = 1.49 CAD (monthly average of January 2010).

B. Balanced Budget for 2010

In 2010, the committed funds (i.e.: for which a contract has been signed) aggregate to €842,007. By adding the carried over from 2009 (€384,918) and the potential funds to be received (€278,971), we come up to potential available funds for 2010 activities of **€1,505,896**. This amount is 25% below the initial 2010 budget of €2,006,730 (or a difference of € 500,834).

In this document, we work with the assumption that the totality of the funds (signed contracts AND anticipated funds) will be received as we feel that without the potential additional funds (€278,971), the budget's cut-backs would affect the consultations and therefore put the achievement of the Open Forum's objectives at stake.

In the following pages, we propose a balanced budget based on the today's potential available funds and compare it to the initial budget. This balanced budget ("Plan B") should be seen as a work document on how we will best manage to carry out our activities given the budget's constraints.

	Initial Budget 2010	"Plan B" 2010
1. International advocacy engagement (meetings and consultations)		
GFG meetings	130,000 "	35,000 "
Research contracts on specific aspects related to CSO development effectiveness and consultancy support to synthesise and analyse outcomes of consultation process	67,000 "	20,000 "
Political/multi-stakeholder dialogue: International travel costs to participate in conferences, meetings and seminars	66,500 "	10,000 "
Sub-total International advocacy engagement (meetings and consultations)	263,500 €	65,000 €
2. Staff support and programme management		
Staff costs: financial and administrative assistant, outreach officers, Consortium Coordinator	215,000 "	247,200 "
Overhead costs related to staff working space (small office supplies, computer, communication costs, stationery, rent for office space etc.)	12,000 "	24,720 "
2 coordination and management meetings (Consortium meetings): international travel of 6 Consortium representatives: 6 x " 1,900 plus other meeting expenses	17,000 "	0 "
Sub-total Staff support and programme management	244,000 €	271,920 €
3. Communication and outreach		
Travel expenses outreach officers and Consortium coordinator	23,000 "	20,000 "
Translations of key documents: i. e. outcome reports from Global Assemblies	15,000 "	15,000 "
Printing and distribution	6,000 "	6,000 "
Web site maintenance	4,000 "	2,000 "
Sub-total Communication and outreach	48,000 €	43,000 €

	Initial Budget 2010	"Plan B" 2010
4. Regional, country, thematic/sectoral and international consultations and workshops		
19 country consultations Africa (initially only 15 consultations)	163,200 "	163,200 "
17 country consultations Asia	184,960 "	184,960 "
16 country consultations Latin America and the Caribbean (initially only 12 consultations)	130,560 "	130,560 "
4 country consultations Europe	43,520 "	43,520 "
2 country consultations in the Pacific	21,760 "	21,760 "
Regional preparatory workshop Africa	61,200 "	45,000 "
Regional preparatory workshop Europe	61,200 "	30,000 "
Regional consolidating workshop Asia	61,200 "	16,000 "
Regional consolidating workshop Pacific	61,200 "	30,000 "
Regional consolidating workshop Africa	0 "	0 "
Regional consolidating workshop Europe	0 "	0 "
Regional consolidating workshop Latin America and the Caribbean	0 "	8,000 "
2 thematic/sectoral consultations	180,000 "	90,000 "
1 Global Assembly	250,000 "	225,000 "
1 High-Level Leadership Meeting (as side event at the 1st General Assembly)	50,000 "	0 "
Sub-total Regional, country, thematic/sectoral and international consultations and workshops	1,268,800 €	988,000 €
Sub-total 1+2+3+4	1,824,300 €	1,367,920 €
Fiscal management (10% of the above)	182,430 €	136,792 "
TOTAL	2,006,730 €	1,504,712 €

Comments on the proposed 2010 balanced budget

i) International Advocacy Engagement

The assumption is to have only one standalone GFG meeting in 2010, in January in Mexico. Total cost is estimated at €50,000, out of which €15,000 was already spent as advances in 2009.

Research contracts and international travels will have to be reduced in 2010 in order to reach budget balance.

ii) Staff Support and Programme Management

The staff and overhead costs are based on real 2009 costs.

The Consortium will have to take advantage of other international Open Forum meetings to physically gather as an effort towards costs' reduction.

iii) Communication and Outreach

The initial communication budget is already felt as very tight. Further cuts had been avoided wherever possible.

Furthermore, the Consortium has recommended allocating any additional funding to the hiring of a communication officer for the Open Forum.

iv) Regional Capacity Building workshops

The regions have been asked to find ways to reduce as much as possible their Regional Workshops' costs.

2 Regions (Asia and Latin America) made some savings on their Capacity-Building Workshop that were carried over in 2010 for their Consolidating Workshops.

2 thematic/sectoral consultations have been postponed to 2011 to free-up some funds for country consultations in 2010.

The High-Level-Leadership Meeting will be a side event of the Global Assembly in order to save travels' expenses.

C. 2010 Cashflow Overview

The below cash flow figures are based on the current workplan (*not final*) for country consultations and on the assumptions that €50,000 from respectively Netherlands and Belgium will be received in 2010-Q2 as well as 1/3 of the CAD 400,000 Canadian fund in 2010-Q2 and 1/3 in 2010-Q4.

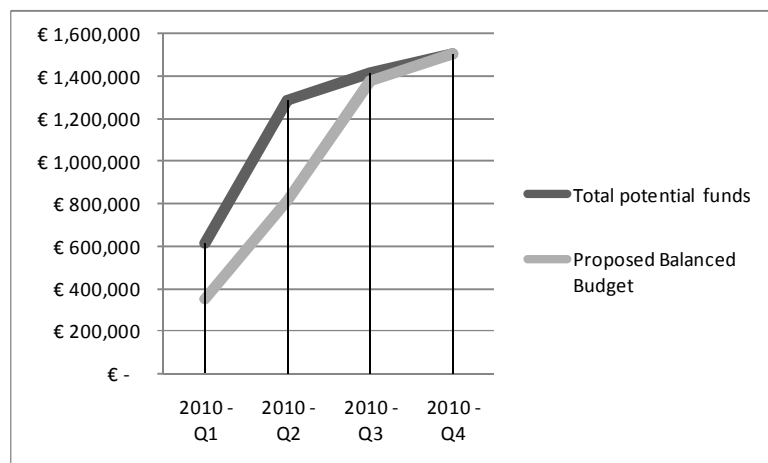
Accrued amounts (including the carried over from 2009)

	2010 - Q1	2010 - Q2	2010 - Q3	2010 - Q4
Signed Contracts	€ 614,803	€ 1,100,489	€ 1,226,926	€ 1,226,926
Total potential funds	€ 614,803	€ 1,289,974	€ 1,416,411	€ 1,505,896

Initial budget	€ 465,383	€ 1,090,791	€ 1,834,153	€ 2,006,730
Proposed Balanced Budget	€ 348,960	€ 817,911	€ 1,375,308	€ 1,504,712

Cash Flow with the total anticipated funds versus the Proposed balanced Budget

	2010 - Q1	2010 - Q2	2010 - Q3	2010 - Q4
	€ 265,844	€ 472,063	€ 41,103	€ 1,184



We can clearly see that we run the risk of lacking cash as of the quarter 3 of 2010. It will be crucial to receive the 2010-Q3 pledged disbursement on time.

D. Country Consultations' Workplan

Month	Start date	End date	Lead organisation*	Activity
Jan	19-Jan	21-Jan	ALOP CONCORD	GFG and Consortium - first biannual meeting (Mexico)
	27-Jan	28-Jan	AACC	Regional preparatory workshop for Africa (Nairobi)
Mar	3-Mar	5-Mar	APRN	Country consultation New Delhi
	10-Mar	11-Mar	CONCORD	Regional preparatory workshop for Europe (Vienna)
	20-Mar	22-Mar	APRN	Country consultation Mongolia
	24-Mar	25-Mar	AACC	Country consultation Niger
	29-Mar	31-Mar	AACC	Country consultation Uganda
	29-Mar	30-Mar	APRN	Country consultation South Korea (and 5 March)
Apr	3-Apr	5-Apr	APRN	Country consultation Kyrgyzstan
	10-Apr	12-Apr	APRN	Country consultation Egypt
	12-Apr	tbc	AACC	Country consultation Democratic Republic of the Congo
	13-Apr	15-Apr	AACC	Country consultation Cameroon
	17-Apr	19-Apr	APRN	Country consultation Lebanon (to be confirmed)
	24-Apr	26-Apr	APRN	Country consultation India (Chennai)
May	3-May	5-May	APRN	Country consultation Indonesia
	10-May	14-May	AACC	Country consultation Zimbabwe
	11-May	12-May	AACC	Country consultation Mozambique
	11-May	13-May	AACC	Country consultation Zambia
	14-May	17-May	APRN	Country consultation Tajikistan
	17-May	19-May	AACC	Country consultation Angola
	19-May	21-May	AACC	Country consultation Mali
	22-May	24-May	APRN	Country consultation China
	26-May	28-May	AACC	Country consultation Nigeria
	28-May	30-May	APRN	Country consultation Morocco
	12-May		AACC	Country consultation Senegal
	May		CIVICUS/ITUC	Thematic/sectoral consultation on trade unions in Africa
	May		InterAction	Regional consolidating workshop for the Pacific
	Jun	7-Jun	9-Jun	APRN
14-Jun		16-Jun	APRN	Country consultation Vietnam
19-Jun		21-Jun	APRN	Country consultation Philippines
24-Jun		26-Jun	APRN	Country consultation Sri Lanka
Jun			CONCORD	Country consultation Europe 1
Jun			CONCORD	Country consultation Europe 2
Jun			CONCORD	Country consultation Europe 3
Jun			CONCORD	Country consultation Europe 4

Month	Start date	End date	Lead organisation*	Activity
Jul	8-Jul	10-Jul	APRN	Regional consolidating workshop for Asia
	27-Jul	28-Jul	AACC	Country consultation South Africa
Aug	23-Aug	23-Aug	CONCORD/CCIC	GFG and Consortium - second biannual meeting (Montreal)
	24-Aug	26-Aug	CONCORD/CCIC	First Global Assembly of the Open Forum (Montreal)
Sep	Sep		CIVICUS/ITUC	Thematic/sectoral consultation on trade unions in Americas
	Sep		APRN	Country consultation Asia
	Sep		APRN	Country consultation Bangladesh
Oct	Oct		CIVICUS/ITUC	Thematic/sectoral consultation on trade unions in Asia Pacific
tbc	Feb-Apr		InterAction	Country consultation Pacific 1
	Feb-Apr		InterAction	Country consultation Pacific 2
	Jul-Sep		CIVICUS	Thematic/sectoral consultation on gender and women's rights
	Oct-Dec		CIVICUS	Thematic/sectoral consultation on CSOs in situations of conflict
	tbc		ALOP	Regional consolidating workshop for LAC
	Mar-Oct		ALOP	Country consultation Mexico
	Mar-Oct		ALOP	Country consultation Guatemala
	Mar-Oct		ALOP	Country consultation Honduras
	Mar-Oct		ALOP	Country consultation Nicaragua
	Mar-Oct		ALOP	Country consultation Haiti
	Mar-Oct		ALOP	Country consultation Dominican Republic
	Mar-Oct		ALOP	Country consultation Colombia
	Mar-Oct		ALOP	Country consultation Venezuela
	Mar-Oct		ALOP	Country consultation Ecuador
	Mar-Oct		ALOP	Country consultation Peru
	Mar-Oct		ALOP	Country consultation Bolivia
	Mar-Oct		ALOP	Country consultation Chile
	Mar-Oct		ALOP	Country consultation Paraguay
	Mar-Oct		ALOP	Country consultation Uruguay
	Mar-Oct		ALOP	Country consultation Argentina
	Mar-Oct		ALOP	Country consultation Brazil