

AMENDING BUDGET 1/2024

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The main objectives of this amending budget are to present the transfer already performed under the authority of the Director and to integrate the additional revenue.

Revenue

The ETF's main source of revenue is its contribution from the European Commission. In addition, in accordance with Article 15.3 of its founding Regulation, the ETF can receive funding from other sources for activities included in its mandate.

1a. EC contribution (Titles 1, 2, 3)

There are no modifications to the appropriations the ETF expects to implement by the end of the year.

1b. Other revenue

In addition to the assigned revenue presented in its budget 2024¹ and as anticipated in the last November GB meeting the ETF has now confirmed the expected additional revenue from extra-subsidy projects with the EC that can be assigned to the budget 2024.

The revenue included in this amending budget is amended as follows:

- Updated estimate for the SLA for provision of accountancy services on EU-OSHA based on the amounts received previously and the suspension period (the initial amount of EUR 64 000 is reduced by EUR 50 335);
- Out of the EUR 500 000 representing the full value of the Multi Partner Contribution Agreement ref. 2023 /447-748 European Training Foundation (ETF) - EU Technical Assistance to the Ministry of Education and Technical Education TE 2.0 strategy – Egypt (TA4TE) budgeted for 2023 only EUR 450 000 were received in 2023, the remaining second instalment of EUR 50 000 being indicated as revenue for 2024;
- Following signature of the contribution agreement with DG NEAR related to Supporting Education Reform & Skills in the Eastern Partnership region late December 2023, the first instalment is EUR 1 210 000 increasing the revenue part by EUR 10 000.

Expenditure

The activities performed until now and the proposed changes are aligned with the priorities and objectives in the single programming document² adopted by the Board on 24 November 2023. Budget estimates have been updated considering updated information on salary adaptation, emerging changes and the additional revenue.

¹ GB/23/DEC/013 – ETF Budget 2024

² GB/23/DEC/012 - Single Programming Document 2024-2026 – Work Programme 2024

This amending budget includes one transfer falling under the authority of the Director that has already been performed, as well as a revision of the assumptions for staff and infrastructure costs based on expected reimbursements from the extra-subsidy projects :

- Based on updated estimates of the salary costs, and taking into account the turnover and the estimating timing of the filling of the vacancies, savings are expected in salaries. As staff costs and as remuneration, appropriations are offsetting costs mainly in Title 1 (Staff costs) and Title 2 (Building and Infrastructure) in line with the foreseen destination.
- Part of these funds are used to cover additional needs on traineeships, interim support (temporary workers) and administrative and Directorate missions related to the updated estimates after the first 4 months.
- Savings from lower consumption and lower utilities cost are used to cover additional costs on building maintenance due to contract price increase and building conditions, to refurbish new collaborative office space and to strengthen ETF sustainability actions.
- Most of the savings in staffing are used for specific activities in operational projects are re-activated following initial de-prioritisation to allow addressing more relevant Commission requests.
- Digital developments activities linked to Open space and website integration and improvements are being allocated available appropriations, as well as specific activities related to ETF's 30th anniversary.

The table below summarises the changes proposed in this amending budget at the level of Title:

Budgetary title	Initial Budget (EUR)	Changes (EUR)	Amending Budget (EUR)	%
Title 1	16 653 400	- 123 420	16 529 980	-0.7%
Title 2	2 170 600	+ 32 270	2 202 870	1.5%
Title 3	4 338 000	+ 91 150	4 429 150	2.1%
Total EC Contribution	23 162 000		23 162 000	
Other revenue - Title 1	64 000	-50 335	13 665	-78.6%
Other revenue - Title 3				
Other revenue - Title 4	4 915 000	+60 000	4 975 000	+1.2%
Total ETF Budget	28 141 000	+9,665	28 150 665	+0.03%

More detailed information on the activities can be found in the "Assumptions" column in the amending budget table.

Conclusion

The amending budget of the ETF has been approved by the Governing Board

Item/Art.	Title	Budget 2024		Amendments		Amending Budget 1 / 2024	
		COM	PAY	COM	PAY	COM	PAY
TITLE 1 European Union contribution							
Chap.1 2	European Training Foundation (07.10.06, ex 04.03.14, ex 15.02.12, ex 15.02.27)	23 099 791	23 099 791		-	23 099 791	23 099 791
1 20	European Training Foundation	23 099 791	23 099 791		-	23 099 791	23 099 791
1 20 0	ETF - Subsidy	23 099 791	23 099 791		-	23 099 791	23 099 791
Chap.1 3	Union contribution from recovery of surplus from previous years	62 209	62 209		-	62 209	62 209
1 30	Union contribution from recovery of surplus from previous years	62 209	62 209		-	62 209	62 209
1 30 0	Contribution	62 209	62 209		-	62 209	62 209
TITLE 1	TOTAL TITLE 1	23 162 000	23 162 000		-	23 162 000	23 162 000

TITLE 8 European Union contribution in kind

Chap. 8 0	European Union contribution in kind	p.m.	p.m.		-	-	
8 00	European Union contribution in kind	p.m.	p.m.		-	-	
8 00 0	European Union contribution in kind	p.m.	p.m.		-	-	
TITLE 8	TOTAL TITLE 8	p.m.	p.m.		-	-	

TITLE 9 MISCELLANEOUS REVENUE

Chap. 9 0	Miscellaneous revenue	p.m.	p.m.		-	-	p.m.	p.m.
9 00	Miscellaneous revenue	p.m.	p.m.		-	-	p.m.	p.m.
9 00 0	Miscellaneous revenue	p.m.	p.m.		-	-	p.m.	p.m.
TITLE 9	TOTAL TITLE 9	p.m.	p.m.		-	-	p.m.	p.m.

TITLE 10 RESULTS EARLIER YEARS

Chap. 10 1	Results earlier years	p.m.	p.m.		-	-	p.m.	p.m.
10 11	Results earlier years	p.m.	p.m.		-	-	p.m.	p.m.
10 11 1	Result budget year -/- 1	p.m.	p.m.		-	-	p.m.	p.m.
TITLE 10	TOTAL TITLE 10	p.m.	p.m.		-	-	p.m.	p.m.
TOTAL ETF SUBVENTION REVENUE		23 162 000	23 162 000		-	-	23 162 000	23 162 000

REVENUE

Item/Art.	Title	Budget 2024		Amendments		Amending Budget 1 / 2024	
		COM	PAY	COM	PAY	COM	PAY

TITLE 4 REVENUE FROM OTHER SOURCES (Earmarked revenue)

Chap. 4 2	Co-operation with other European institutions and other bodies	4 979 000	4 979 000	+9,665	+9,665	4 988 665	4 988 665	
4 20	<i>Projects related to agreements between European Commission and the Foundation</i>	4 979 000	4 979 000	+9,665	+9,665	4 988 665	4 988 665	
4 20 0	Administrative SLAs	64 000	64 000	-50,335	-50,335	13 665	13 665	
4 20 1	EIB	340 000	340 000			340 000	340 000	
4 20 3	INTPA Training	p.m.	p.m.			p.m.	p.m.	
4 20 4	SLA DG EMPL: "International dimension of Centres of Vocational Excellence"	75 000	75 000			75 000	75 000	
4 20 5	PANAF/2023/443-218 - "African Continental Qualification Framework (ACQF II)"	1 300 000	1 300 000			1 300 000	1 300 000	
4 20 6	NDICI ASIA/2022/043-337: "Dialogue and Action for Resourceful Youth in Central Asia (DARYA)"	2 000 000	2 000 000			2 000 000	2 000 000	
4 20 7	RWANDA TVET	p.m.	p.m.			p.m.	p.m.	
4 20 8	Eastern Partnership	1 200 000	1 200 000	+10,000	+10,000	1 210 000	1 210 000	
4 20 9	Egypt	p.m.	p.m.	+50,000	+50,000	50 000	50 000	
Chap. 4 3	Cooperation with Italian institutions	p.m.	p.m.	-	-	p.m.	p.m.	
4 30	<i>Cooperation with Italian institutions</i>	p.m.	p.m.	-	-	p.m.	p.m.	
4 30 0	Cooperation with Italian institutions	p.m.	p.m.			p.m.	p.m.	
TITLE 4		TOTAL TITLE 4	4 979 000	4 979 000	+9,665	+9,665	4 988 665	4 988 665

TOTAL EARMARKED / PROJECT REVENUE	4 979 000	4 979 000	+9,665	+9,665	4 988 665	4 988 665
GRAND TOTAL	28 141 000	28 141 000	+9,665	+9,665	28 150 665	28 150 665

Item/Art.	Title	Budget 2024		Amendments		Amending Budget 1 / 2024		Assumptions 2024
		COM	PAY	COM	PAY	COM	PAY	
TITLE 1 EXPENDITURE RELATING TO PERSONS WORKING WITH THE FOUNDATION								
Chap. 1 1 Staff in active employment		16 222 100	16 222 100	-185,635	-185,635	16 036 465	16 036 465	
<i>Art. 110 Agents included in the workforce</i>		12 743 000	12 743 000	-357,635	-357,635	12 385 365	12 385 365	
1 10 0 Temporary Agents		12 743 000	12 743 000	-357,635	-357,635	12 385 365	12 385 365	<p>This budget line covers the basic salary costs and management allowance of the ETF's Temporary Agents as indicated in the Staff regulations (art. 44 & 66) and Conditions of Employment of Other Servants of the EU (art. 20). It covers all salaries, allowances, social security and contributions, weighting factor, salary adaptation, annual leave not taken at the end of the contract, cost of starting and end of service for Temporary Agents, as well as the possible modifications due to the weighting factor and salary adaptation.</p> <p>Planning assumptions: The ETF establishment plan of 86 posts is complemented by the 2 additional TA for offsetting part times (cf art. 38. 2 of the FR). Estimated salary adaptation +4.4% in 2023 and +3.4% in 2024, reclassification, annual travel. Small increase foreseen for automatic increase in step as well as savings from staff turnover and recruitment in lower grades. It includes €64,000 from SLA with EU OSHA for provision of accountancy services and HR contribution from extra-subsidy projects (where applicable).</p> <p>Revised assumptions (1): Based on updated estimates of the salary costs, taking into account the turnover and the estimating timing of the filling of the vacancies and the amounts made available by the extra-subsidy projects both as staff costs and remuneration, this amount may be released. Also, the expected contribution from EU-OSHA for accountancy services provided by the ETF is reduced from the initially expected €64,000 to €13,665 as services will only re-start in July</p>
<i>Art. 111 Other staff</i>		3 155 200	3 155 200	-	-	3 155 200	3 155 200	
1 11 0 Contract agents		3 100 000	3 100 000	+45,000	+45,000	3 145 000	3 145 000	<p>This budget line covers all salaries, allowances, social security and contributions, weighting factor, salary adaptation, annual leave not taken at the end of the contract, cost of starting and end of service for Contract Agents.</p> <p>Planning assumptions: In 2024 there are expected 42 contract agents and possibly additional short-term contract agents as the ETF intends to offset long-term part time workers, recurrent parental leave, or long-term sickness absences amongst the same population. Estimated salary adaptation +4.4% in 2023 and +3.4% in 2024, reclassification, annual travel and all posts occupied.</p> <p>Revised assumptions (1): Based on the current estimation of contract agent salaries</p>
1 11 2 Local staff		55 200	55 200	-45,000	-45,000	10 200	10 200	<p>This budget line covers all salaries, allowances, social security and contributions for Local Agents.</p> <p>Planning assumptions: Salary for 1 Local Agent and services provided by an Italian labour law company for application of Italian legislation to Local Agents and preparation of salary related documentation. This includes a 6% estimated increase of salary</p> <p>Revised assumptions (1): Following retirement of the last local agent, the remaining amount is made available for contract agents</p>
<i>Art. 117 Supplementary services</i>		314 900	314 900	+169,000	+169,000	483 900	483 900	
1 17 2 Cost of organising traineeships with the Foundation		53 000	53 000	+79,000	+79,000	132 000	132 000	<p>These appropriations cover the costs of traineeships for young professionals from the EU and ETF partner countries in order to give them the opportunity to get to know the practices of an EU agency.</p> <p>Planning assumptions: the ETF foresees to continue the internship programme in 2024 with extension of the 2023 call, as well as a smaller call in Nov 2024.</p> <p>Revised assumptions (1): Increase related to the 2024 call for traineeships which should foresee 5 trainees for 12 months</p>
1 17 7 Other services rendered and institutional audit services		261 900	261 900	+90,000	+90,000	351 900	351 900	<p>This budget line covers recourse to other suppliers of services, consultants and experts, for services under the general administration of the ETF when such services cannot be provided by ETF staff (for reasons of expertise or availability).</p> <p>Planning assumptions: * Services provided by the EU administrative bodies through Service Level Agreements (processing of salary costs and other optional services) and Interagency Service Legal Agreement for secretariat of coordination agency and cost of EC badge * Approximately 2.5 FTE interim staff can be contracted with the budget available, usually used for compensating for ETF staff absence (long-sickness, parental leave or else) or for covering peak periods. Includes associated cost for interim according to Italian Law; * Relocation services newcomers; * Consultancy services.</p> <p>Revised assumptions (1): Additional interim services are needed based on the current overview of staff availability</p>

Item/Art.	Title	Budget 2024		Amendments		Amending Budget 1 / 2024		Assumptions 2024	
		COM	PAY	COM	PAY	COM	PAY		
Art. 118	<i>Recruitment and transformation costs</i>	9 000	9 000	+3,000	+3,000	12 000	12 000		
1 18 0	Sundry recruitment expenses	9 000	9 000	+3,000	+3,000	12 000	12 000	Staff Regulations of Officials of the EU, and in particular Art. 27 to 31 and 33 thereof.	
								This budget line covers various recruitment expenses including : - publication costs, - costs directly linked to the promotion and organisation of group recruitment tests (hire of rooms, furniture, machines and miscellaneous equipment, water, fees for the preparation and correction of tests, etc.), - travel costs and daily allowances for candidates and external selection panel member(s).	
								Planning assumptions: Travel costs for newcomers medical (assuming online interviews), external supervisors during tests, candidate reimbursement costs. Should assessment center be required, funds will have to be transferred in.	
								Revised assumptions (1): Increase in the number of expected candidates, based on current recruitment plan	
Chap. 13	Missions and travel	78 800	78 800	+11,880	+11,880	90 680	90 680		
Art. 130	<i>Mission and travel expenses</i>	78 800	78 800	+11,880	+11,880	90 680	90 680	Staff Regulations of Officials of the EU, and in particular Art. 11 to 13 of Annex VII thereof.	
1 30 0	Mission and travel expenses	78 800	78 800	+11,880	+11,880	90 680	90 680	This budget line covers: transport expenses; payments of daily mission allowances and the necessary or extraordinary costs incurred in the performance of a mission by staff covered by the Staff Regulations applicable to Officials of the EU.	
								Planning assumptions: Covers directorate's and administrative missions. Includes also cost for using EC MPPS system (Service Level Agreement PMO) and mission insurance and mission security services.	
								Revised assumptions (1): Increase in administrative missions based on current forecast, as well as mission insurance	
Chap. 14	Socio-medical infrastructure	312 500	312 500	-	-	312 500	312 500		
Art. 143	<i>Medical service</i>	45 000	45 000	-	-	45 000	45 000	Staff Regulations of Officials of the EU, and in particular Art. 59 and Art. 8 of Annex II thereof.	
1 43 0	Medical service	45 000	45 000	-	-	45 000	45 000	This budget line covers the costs of the external health service acting for the ETF (in particular carrying out regular and pre-recruitment medical examinations of ETF staff, the cost of a medical officer and medical products, first aid material etc.).	
								Planning assumptions: Annual medical check up visits (average cost for 90 visits); ETF medical advisor visits and consultancy cost (one medical advisory), including mission cost when representing the ETF at the Inter-institutional Medical College; Medical supplies and medicines, or other medical services; Psycho-social support to staff and other initiatives; Pre-recruitment medical costs.	
Art. 144	<i>Internal training</i>	159 000	159 000	-30,000	-30,000	129 000	129 000	Staff Regulations of Officials of the EU, and in particular Art. 24 (3) thereof.	
1 44 0	Internal training	159 000	159 000	-30,000	-30,000	129 000	129 000	This budget line covers introductory courses for new recruits, staff development courses, retraining, courses on the use of modern techniques, seminars, information sessions on EU matters etc. It also covers the purchase of equipment, supplies and documentation and the hiring of consultants.	
								Planning assumptions: This appropriation correspond to expected needs at corporate level, individual training requests, language training as well as corporate and team activities; includes mission costs related to learning and development.	
								Revised assumptions (1): Savings based on current learning and development plan	
Art. 149	<i>Other interventions</i>	108 500	108 500	+30,000	+30,000	138 500	138 500		
1 49 0	Other interventions	108 500	108 500	+30,000	+30,000	138 500	138 500	This budget line covers amongst other social events and institutional well being programmes that the ETF is putting in place.	
								Planning assumptions: Social/well being activities and services such as contribution to schooling and pre-school costs and financial aid for parents with disabled children, canteen/coffee services for staff events and internal meetings, ETF Christmas events and other social events	
								Revised assumptions (1): Increased coverage of social/teambuilding activities	
Chap. 15	Staff exchanges between the ETF and the public sector	100 000	100 000	-	-	100 000	100 000		
Art. 152	<i>Staff exchanges between the ETF and the public sector</i>	100 000	100 000	-	-	100 000	100 000		
1 52 0	National experts seconded	100 000	100 000	-	-	100 000	100 000	This budget line covers the costs of national or international officials and of private sector employees temporarily seconded to the ETF to provide knowledge of matters in which they have in-depth experience.	
								Planning assumptions: in 2024 the ETF is planning to host 2 detached national experts as from April	

Item/Art.	Title	Budget 2024		Amendments		Amending Budget 1 / 2024		Assumptions 2024
		COM	PAY	COM	PAY	COM	PAY	
Chap. 1 7 Entertainment and representation expenses		4 000	4 000	-	-	4 000	4 000	
<i>Art. 170 Entertainment and representation expenses</i>		4 000	4 000	-	-	4 000	4 000	
1 70 0 Entertainment and representation expenses		4 000	4 000	-	-	4 000	4 000	This chapter covers expenses linked to hospitality costs for guests (e.g. lunches, dinners, etc.). Planning assumptions: Representation costs including catering expenses, local transport costs and small gifts authorised by the director as well as representation costs linked to the end of the year activities
TITLE 1	TOTAL TITLE 1	16 717 400	16 717 400	-173,755	-173,755	16 543 645	16 543 645	
TITLE 2 BUILDING, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE								
Chap. 2 0 Investments in immovable property, rental of buildings and associated costs		770 600	770 600	+25,150	+25,150	795 750	795 750	
<i>Art. 200 Rentals</i>		p.m.	p.m.	-	-	p.m.	p.m.	
2 00 0 Rentals		p.m.	p.m.	-	-	p.m.	p.m.	This budget line covered property rental and "charges locatives" Planning assumptions: Symbolic amount for rental of ETF Villa Gualino premises, emergency external office, external archive. As of 2023 it is integrated within BL2020.
<i>Art. 202 Water, gas, electricity and heating</i>		160 000	160 000	-26,296	-26,296	133 704	133 704	
2 02 0 Water, gas, electricity and heating		160 000	160 000	-26,296	-26,296	133 704	133 704	This budget line covers utilities (water, gas, electricity and heating). Planning assumptions: Utilities cost forecast based on current consumption and forecasted costs. As of 2023 it includes rental of emergency external office, external archive and 1€ symbolic rent for Villa Gualino premises Revised assumptions (1): Lower consumption and lower price of utilities based on the analysis of the first three months as well as finalisation of electrical cabin
<i>Art. 203 Building associated costs (ex. Cleaning and Maintenance)</i>		610 600	610 600	+51,446	+51,446	662 046	662 046	
2 03 0 Building associated costs (ex. Cleaning and Maintenance)		610 600	610 600	+51,446	+51,446	662 046	662 046	This budget line covers maintenance costs (infrastructure, plants, lifts, heating, air-conditioning, pipes) and cleaning of the common spaces as well as for the cleaning of the ETF building areas. The total cost for maintenance and cleaning of the common parts of the building varies according to the number of unforeseen repairs and interventions during the year. The age of the property and infrastructure tends to place this estimate at risk due to breakages, failures and urgent needs that may emerge with preventative maintenance or replacements. Planning assumptions: Maintenance of premises (offices and specific works on building occupied by ETF); Canteen and water dispensers, reception, cleaning and maintenance of green spaces; management of technical building related systems (e.g. access control); on site surveillance, security and radio surveillance; EMAS certification and greening measures; RSP/external Health and Safety services; garbage taxes to Turin municipality; insurance on the building - reimbursement to the region; EEAS security advice Revised assumptions (1): Needs for the maintenance works and contract price increase, finalisation of refurbishment of office spaces, costs of historical archive, GHG Protocol (calculation of CO2eq in line with transition to sustainability) and certification cycling-friendly workplace
Chap. 2 1 Information & Communication Technology		1 241 700	1 241 700	-	-	1 241 700	1 241 700	
<i>Art. 210 ICT expenditure</i>		1 241 700	1 241 700	-	-	1 241 700	1 241 700	
2 10 0 ICT hardware		170 500	170 500	-	-	170 500	170 500	This budget line covers the purchase of computer hardware including network servers, personal computers, printers and networking / communications equipment etc. as well as accessories and consumables. The life cycle of ICT equipment is usually of three/four years with smaller or larger procurement depending upon the amount of equipment reaching obsolescence. Since 2017 it also includes expenses related to copiers/faxes etc. previously on budget line 2200. Planning assumptions: Maintenance and improvement of ICT infrastructure including Wi-Fi, wired network infrastructure, servers and storage; managed print services; digital workplace - hardware; multimedia equipment; mobile devices
2 10 1 Software acquisition, maintenance and development		671 000	671 000	-	-	671 000	671 000	This budget line covers the purchase of standard software applications, its maintenance and the development of software systems. Planning assumptions: Software licences and maintenance fees; cloud and hosting services; Advancing information management, sharing and integration; cloud migration; ICT consultancy services; end user support services; digital technology partners

Item/Art.	Title	Budget 2024		Amendments		Amending Budget 1 / 2024		Assumptions 2024	
		COM	PAY	COM	PAY	COM	PAY		
2 10 3	Telecoms costs	137 700	137 700	-	-	137 700	137 700	This budget line covers the fixed costs of subscriptions, communication costs and internet service fees.	
2 10 5	European Commission IT systems	262 500	262 500	-	-	262 500	262 500	Planning assumptions: Mobile services; internet connectivity; hosted IP PBX and related services	
Chap. 2 2 Movable property and associated costs		5 000	5 000	+11,000	+11,000	16 000	16 000	This budget line covers expenses relating to the use of EC distributed systems	
<i>Art. 220 Technical equipment and furniture (ex Technical installations and office equipment)</i>		5 000	5 000	+11,000	+11,000	16 000	16 000	Planning assumptions: ABAC annual fee; ABAC hosting fee; ABAC Assets annual fee; ePrior (eInvoice; eSubmission; eTendering; eRequest) and PPMT fees; TESTA-NG connectivity fee; SYSPER annual fee (estimate); CERT-EU; Ares and Rachel annual fees; Cloud fee.	
2 20 0	Technical equipment and furniture (ex Technical installations and office equipment)	5 000	5 000	+11,000	+11,000	16 000	16 000	This budget line covers the purchase of technical and office equipment, especially audiovisual, copying, archiving and interpretation equipment, as well as office furniture.	
Chap. 2 3 Current administrative expenditure		48 100	48 100	-1,880	-1,880	46 220	46 220	Planning assumptions: Office furniture	
<i>Art. 230 Stationery and office supplies</i>		20 000	20 000	-	-	20 000	20 000	Revised assumptions (1): Furniture for conversion of office-space in collaboration area.	
2 30 0	Stationery and office supplies	20 000	20 000	-	-	20 000	20 000	Office supplies, normal and headed paper, envelopes, business cards, etc. as well as promotional material (pens, bags, mouse mats)	
<i>Art. 232 Financial charges</i>		p.m.	p.m.	-	-	p.m.	p.m.	Planning assumptions: Normal and branded stationery, headed paper, envelopes, business cards, etc., promotional material (pens, bags, etc.)	
2 32 0	Miscellaneous Financial expenditure (discontinued)	p.m.	p.m.	-	-	p.m.	p.m.	This budget line covers bank charges and other financial charges as well as damages and interest. As of 2021, it has been merged into BL 2330	
<i>Art. 233 Other expenses (ex Legal expense)</i>		28 100	28 100	-1,880	-1,880	26 220	26 220	Planning assumptions: Miscellaneous financial expenditure (bank charges)	
2 33 0	Miscellaneous legal, insurance, publication and financial expenditure (ex Legal expenses)	28 100	28 100	-1,880	-1,880	26 220	26 220	Miscellaneous administrative and financial expenses, like general legal expenses, trial expenses, external lawyers' expenses, miscellaneous expenditure on insurance, publications in Official Journal, financial charges	
Chap. 2 4 Post and telecommunications		5 200	5 200	-2,000	-2,000	3 200	3 200	Planning assumptions: i) Legal expenses: reserve for external legal advice, management of enquiries and disciplinary procedures; ii) Insurances not linked to missions: accident insurance, civil liability, theft and robbery, collective insurance versus accidents for non statutory, fire, ARD and electronic insurance, reserve for reconciliation.	
<i>Art. 240 Correspondence and courier expenses</i>		5 200	5 200	-2,000	-2,000	3 200	3 200	Revised assumptions (1): Mission-related insurance now treated together with administrative missions	
2 40 0	Correspondence and courier expenses	5 200	5 200	-2,000	-2,000	3 200	3 200	This budget line covers correspondence and courier expenses, including the dispatching of parcels by post.	
Chap. 2 5 Meetings and associated costs		100 000	100 000	-	-	100 000	100 000	Planning assumptions: Courier and post expenses, imprest account for mailing	
<i>Art. 250 Meetings and associated costs</i>		100 000	100 000	-	-	100 000	100 000	Revised assumptions (1): Savings based on the current dispatch estimates	
2 50 0	Meetings expenses in general	100 000	100 000	-	-	100 000	100 000	This budget line covers the costs relating to the meetings of the Governing Board and the participation of GB members to other meetings organised by the ETF.	
TITLE 2	TOTAL TITLE 2	2 170 600	2 170 600	+32,270	+32,270	2 202 870	2 202 870	Planning assumptions: Two governing board meetings (Torino)	

Item/Art.	Title	Budget 2024		Amendments		Amending Budget 1 / 2024		Assumptions 2024	
		COM	PAY	COM	PAY	COM	PAY		
TITLE 3 EXPENSES RELATING TO PERFORMANCE OF SPECIFIC MISSIONS									
Chap. 3 0 Operational expenses		375 000	375 000	+42,000	+42,000	417 000	417 000		
<i>Art. 301 Communications</i>		315 000	315 000	+42,000	+42,000	357 000	357 000		
3 01 0 Communications		315 000	315 000	+42,000	+42,000	357 000	357 000	<p>This budget line covers the costs associated with writing, editing, printing and distributing publications of a corporate nature (e.g. information leaflet, Work Programme, Annual Report, Highlights), as well as corporate activities, website maintenance and development.</p> <p>Planning assumptions: website design and development , hosting and technical support, Live and Learn and other corporate publications, thematic publications , media relations , printer , audio visual , design</p> <p>Revised assumptions (1): Extra-ordinary maintenance - updates needed for showing events on OpenSpace and links to the website, revamp of the job vacancies page and additional template pages in order to increase the flexibility with which we can showcase our operational content on the site, as well as new presentation for key corporate documents.</p>	
<i>Art. 304 Translation costs</i>		60 000	60 000	-	-	60 000	60 000		
3 04 0 Translation costs		60 000	60 000	-	-	60 000	60 000	<p>This budget line covers translation costs for corporate documents unrelated to specific operational activities.</p> <p>Planning assumptions: Translation of corporate documents</p>	
Chap. 3 1 Priority actions : Work programme activities		3 563 000	3 563 000	+49,150	+49,150	3 612 150	3 612 150		
<i>Art. 310 Priority actions : Work programme activities</i>		3 315 000	3 315 000	+125,000	+125,000	3 440 000	3 440 000		
3 10 0 Operational Projects		3 315 000	3 315 000	+125,000	+125,000	3 440 000	3 440 000	<p>This budget line covers costs associated with the implementation of the operational projects, as described in the work programme.</p> <p>Planning assumptions: Implementation of the operational activities.</p> <p>More details can be found in the work programme.</p> <p>Revised assumptions (1): Allocation of available amounts to priority operational activity in the area of engaging enterprises, thematic initiatives on social inclusion, as well as workshops related to the ETF's 30th anniversary</p>	
<i>Art. 314 Projects to support strengthening knowledge and systems</i>		248 000	248 000	-75,850	-75,850	172 150	172 150		
3 14 0 Projects to support strengthening knowledge and systems		248 000	248 000	-75,850	-75,850	172 150	172 150	<p>This budget line covers expenditure related to evaluation and audit, for ETF's quality control activities and strategic development. These funds are allocated according to annual audit and evaluation plans adopted in the Work Programme.</p> <p>Planning assumptions: Monitoring and evaluation, audit and risk management, stakeholder's management. More details are in the work programme.</p> <p>Revised assumptions (1): An evaluation planned for 2024 will not take place</p>	
Chap. 3 2 Operational Missions		400 000	400 000	-	-	400 000	400 000		
<i>Art. 320 Operational Missions</i>		400 000	400 000	-	-	400 000	400 000		
3 20 0 Operational Missions		400 000	400 000	-	-	400 000	400 000	<p>This budget line covers: transport expenses; payments of daily mission allowances and the necessary or extraordinary costs incurred in the performance of a mission by staff covered by the Staff Regulations applicable to Officials of the EU.</p> <p>Planning assumptions: Operational missions to support the implementation of the operational projects. Attempts are made to reduce the appropriations for missions by a more intensive use of online/virtual meetings and synergy.</p>	
TITLE 3	TOTAL TITLE 3	4 338 000	4 338 000	+91,150	+91,150	4 429 150	4 429 150		

TITLE 8 European Union contribution in kind

Chap. 8 0 European Union contribution in kind	p.m.	p.m.	-	-	p.m.	p.m.			
<i>Art. 880 European Union contribution in kind</i>	p.m.	p.m.	-	-	p.m.	p.m.			
8 00 0 European Union contribution in kind	p.m.	p.m.	-	-	p.m.	p.m.			
TITLE 8	TOTAL TITLE 8	p.m.	p.m.	-	-	p.m.	p.m.		

TITLE 9 EXPENSES NOT SPECIFICALLY PROVIDED FOR

Chap. 9 9 Expenses not specifically provided for	p.m.	p.m.	-	-	p.m.	p.m.			
<i>Art. 990 Reserve</i>	p.m.	p.m.	-	-	p.m.	p.m.			

Item/Art.	Title	Budget 2024		Amendments		Amending Budget 1 / 2024		Assumptions 2024	
		COM	PAY	COM	PAY	COM	PAY	COM	PAY
9 90 0	Reserve	p.m.	p.m.	-	-	p.m.	p.m.		
TITLE 9	TOTAL TITLE 9	p.m.	p.m.	-	-	p.m.	p.m.		

TITLE 10 RESULTS EARLIER YEARS

Chap. 10 1 Results earlier years	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.			
10 10 Results earlier years	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.			
10 10 0 Results earlier years	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.			
TITLE 10	TOTAL TITLE 10	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.		

TOTAL EXPENDITURE ETF PROPER	23 226 000	23 226 000	-50,335	-50,335	23 175 665	23 175 665			
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TITLE 4 Cooperation with other organisations (Earmarked expenditure)

Chap. 4 2 Co-operation with other European institutions and other bodies	4 915 000	4 915 000	+60,000	+60,000	4 975 000	4 975 000			
Art. 420 Projects related to agreements between European Commission and the Foundation	4 915 000	4 915 000	+60,000	+60,000	4 975 000	4 975 000			
4 20 1 EIB	340 000	340 000			340 000	340 000	Planning assumptions: Contribution agreement with European Investment Bank on a facility for gender-responsive and inclusive investments in the EU neighbourhood. Planned to be signed in 2023 and funds to arrive in 2024, but funds may also be received in 2023.		
4 20 3 INTPA Training					p.m.	p.m.	Planning assumptions: The ETF has signed agreements with DG INPTA for provision of trainings. In 2022 this expense was reported under BL3100		
4 20 4 SLA DG EMPL: "International dimension of Centres of Vocational Excellence"	75 000	75 000			75 000	75 000	Planning assumptions: The ETF has signed a Service Level Agreement with DG EMPL for the International dimension of Centres of Vocational Excellence in 2022. In 2022 this expense was reported under BL3100		
4 20 5 PANAF/2023/443-218 - "African Continental Qualification Framework (ACQF II)"	1 300 000	1 300 000			1 300 000	1 300 000	Planning assumptions: 'Support Implementation of the African Continental Qualifications Framework' - Project financed under the Neighbourhood, Development, and International Cooperation Instrument (NDICI-Global Europe) with a duration of three years. The contribution agreement was signed in April 2023, with the project running until December 2026. The total project budget is €5,000,000. For 2024, the estimated budget for the second year of implementation is €1,305,000.		
4 20 6 NDICI ASIA/2022/043-337: "Dialogue and Action for Resourceful Youth in Central Asia (DARYA)"	2 000 000	2 000 000			2 000 000	2 000 000	Planning assumptions: The ETF has signed in 2022 the contribution agreement NDICI ASIA/2022/043-337: "Dialogue and Action for Resourceful Youth in Central Asia (DARYA)" which foresees 10M€ across 5 years, until 2027		
4 20 7 RWANDA TVET	p.m.	p.m.			p.m.	p.m.	Planning assumptions: Wrap up on the support to the EU Delegation in Rwanda, through a contract signed on 15 June 2023 with a total budget of 180 000 EUR for seven months. The aim is to provide intelligence, data and information in preparation of a new Team Europe Initiative on VET reform in the agricultural sector, which is a new project yet to be submitted for EC approval		
4 20 8 Eastern Partnership	1 200 000	1 200 000	+10,000	+10,000	1 210 000	1 210 000	Planning assumptions: Action Document for Supporting Education Reform & Skills in the Eastern Partnership region covering education sector diagnoses (using the ETF methodology on RED), capacity development for policy implementation and training and peer learning – in collaboration with DG NEAR , running for three years with a budget of 2.5 million EUR. Planned to be signed in 2023 and funds to arrive in 2024, but funds may also be received in 2023. Revised assumptions (1): Following signature of the SER - EaP contribution agreement late 2023, the first instalment (received in 2024) is slightly higher than initially estimated.		
4 20 9 Egypt TVET	p.m.	p.m.	+50,000	+50,000	50 000	50 000	Planning assumptions: Project in Egypt covering assessment of the progress of the TVET strategy 2.0 in close cooperation with OECD, feasibility study for an online foreign language course (English/German or Italian) for students in TVET and support for the development of a sector skills council in the renewable energy sector. EUR 0.5 million for 1 year. Funds expected to be received in 2023 Revised assumptions (1): Following the signature of the project late 2023 for a total of 500,000€, the first instalment of 450,000€ was received still in 2023 while the second instalment of €50,000 is expected in 2024.		
Chap. 4 3 Co-operation with national institutions	p.m.	p.m.	-	-	p.m.	p.m.			
Art. 430 Co-operation with Italian institutions	p.m.	p.m.	-	-	p.m.	p.m.			
4 30 0 Cooperation with Italian institutions	p.m.	p.m.	-	-	p.m.	p.m.			
TITLE 4	TOTAL TITLE 4	4 915 000	4 915 000	+60,000	+60,000	4 975 000	4 975 000		

TOTAL ETF EARMARKED EXPENDITURE	4 915 000	4 915 000	+60,000	+60,000	4 975 000	4 975 000			
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GRAND TOTAL EXPENDITURE	28 141 000	28 141 000	+9,665	+9,665	28 150 665	28 150 665			
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**European Training Foundation
Amending Budget 1 / 2024
ESTABLISHMENT PLAN**

GB/24/DEC/005

Grade	2024		2023		2022	
	Authorised posts		Authorised posts		Actual on 31/12/2022	
	Permanent	Temp.	Permanent	Temp.	Permanent	Temp.
AD 16						
AD 15						
AD 14		1		1		0
AD 13		3		5		2
AD 12		9		11		6
AD 11		10		10		10
AD 10		10		10		11
AD 9		12		12		12
AD 8		7		5		5
AD 7		7		4		11
AD 6						
AD 5		4		1		
<i>Sub-total AD</i>	0	63	0	59	0	57
AST 11						
AST 10		2		2		2
AST 9		9		13		12
AST 8		6		6		2
AST 7		4		4		3
AST 6		2		2		4
AST 5						5
AST 4						
AST 3						
AST 2						
AST 1						
<i>Sub-total AST</i>		23		27		28
Total	0	86	0	86	0	85

Based on article 38.2 of the ETF Financial Regulation, the ETF uses the opportunity to "offset the effects of part-time work" by one additional appointment (function group AD).

By end 2022, it is expected to reach 86+2 as part time continues to be above 2 FTE (Art 38.2 of the ETF Financial Regulation). It is envisaged to use the opportunity provided by art. 38.2 beyond 2022

Amending Budget 1 / 2024**ESTABLISHMENT PLAN**

Contract Agents	2024	2023	Recruited as of 31/12/2022
Function Group IV	14	14	13
Function Group III	24	24	21
Function Group II	4	4	5
Function Group I			
Total	42	42	39

Seconded National Experts	2024	2023	Recruited as of 31/12/2022
Total	2	0	0

Local Agents	2024	2023	Recruited as of 31/12/2022
Total	1	1	1

**European Training Foundation
Amending Budget 1 / 2024
Payment Schedule**

GB/24/DEC/005

Chapter 3 0

The likely schedule of payments vis-à-vis commitments is as follows:

Commitments	Payments	
	2024	2025
Pre-2024 commitments still outstanding	134 300	134 300
Appropriations 2024	417 000	240 700
Total	551 300	375 000
		176 300

Chapter 3 1

The likely schedule of payments vis-à-vis commitments is as follows:

Commitments	Payments	
	2024	2025
Pre-2024 commitments still outstanding	1 799 800	1 799 800
Appropriations 2024	3 612 150	1 763 200
Total	5 411 950	3 563 000
		1 848 950

Chapter 3 2

The likely schedule of payments vis-à-vis commitments is as follows:

Commitments	Payments	
	2024	2025
Pre-2024 commitments still outstanding	117 923	117 923
Appropriations 2024	400 000	282 077
Total	517 923	400 000
		117 923