

Art.	Item	Title	2009 Draft Budget		2008 Budget		2007 Revised Budget	
			COM	PAY	COM	PAY	COM	PAY
TITLE 1 European Community subsidy								
	Chap. 1 0	Pre-Accession Strategy (15.03.02. (ex B7-033))	-	-	-	-	-	-
1 00		Phare	-	-	-	-	-	-
	1 00 1	Phare (Bulgaria,Romania) contribution to ETF-Subsidy under Titles 1 and 2	-	-	-	-	-	-
	1 00 2	Phare (Bulgaria,Romania) contribution to ETF-Subsidy under Title 3	-	-	-	-	-	-
	1 00 3	Phare (Croatia) contribution to ETF-Subsidy under Titles 1 and 2	-	-	-	-	-	-
	1 00 4	Phare (Croatia) contribution to ETF-Subsidy under Title 3	-	-	-	-	-	-
1 01		Pre-Accession	-	-	-	-	-	-
	1 01 1	Pre-Acession (Turkey) contribution to ETF-Subsidy under Titles 1 and 2	-	-	-	-	-	-
	1 01 2	Pre-Acession (Turkey) contribution to ETF-Subsidy under Title 3	-	-	-	-	-	-
	Chap. 1 1	External action - Tacis, CARDS and MEDA - (15.03.03. (ex B7-664))	-	-	-	-	-	-
1 10		Support Commission and Wider Europe initiatives	-	-	-	-	-	-
	1 10 1	External action (Tacis,CARDS)- subsidy under Titles 1 and 2	-	-	-	-	-	-
	1 10 2	External action (Tacis,CARDS)- subsidy under Title 3	-	-	-	-	-	-
	Chap.1 2	European Training Foundation (15.02.27)	14,772,000	14,772,000	17,984,000	17,984,000	19,700,000	19,700,000
1 20		European Training Foundation	14,772,000	14,772,000	17,984,000	17,984,000	19,700,000	19,700,000
	1 20 1	ETF - Subsidy under Titles 1 and 2	* 12,000,000	12,000,000	13,484,000	13,484,000	15,564,000	15,564,000
	1 20 2	ETF - Subsidy under Title 3	2,772,000	2,772,000	4,500,000	4,500,000	4,136,000	4,136,000
	Chap.1 3	DG EAC - European Training Foundation	5,100,000	5,100,000	-	-	-	-
1 30		European Training Foundation - Assigned revenue	5,100,000	5,100,000	-	-	-	-
	1 30 1	ETF - Assigned revenue under Titles 1 and 2	3,569,000	3,569,000				
	1 30 2	ETF - Assigned revenue under Title 3	1,531,000	1,531,000				
	TITLE 1	TOTAL TITLE 1	19,872,000	19,872,000	17,984,000	17,984,000	19,700,000	19,700,000

* There is currently a proposal for an amendment to place €2,048,000 under reserve, to be lifted following formal approval of the ETF's recast regulation

TITLE 9 MISCELLANEOUS REVENUE

	Chap. 9 0	Miscellaneous revenue	p.m.	p.m.	p.m.	p.m.	183,256	183,256
9 00		<i>Miscellaneous revenue</i>	p.m.	p.m.	p.m.	p.m.	183,256	183,256
	9 00 0	Miscellaneous revenue	p.m.	p.m.	p.m.	p.m.	183,256	183,256
	TITLE 9	TOTAL TITLE 9	p.m.	p.m.	p.m.	p.m.	183,256	183,256

TITLE 10 RESULTS EARLIER YEARS

	Chap. 10 1	Results earlier years	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.
10 11		<i>Results earlier years</i>	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.
	10 11 1	Result budget year -/- 1	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 ETF SUBVENTION REVENUE			19,872,000	19,872,000	17,984,000	17,984,000	19,883,256	19,883,256
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TITLE 4 REVENUE FROM OTHER SOURCES (Earmarked revenue)

	Chap. 4 3	Cooperation with Italian institutions		p.m.	p.m.		437,007	437,007		300,000	300,000
4 30		<i>Cooperation with Italian institutions</i>		<i>p.m.</i>	<i>p.m.</i>		<i>437,007</i>	<i>437,007</i>		<i>300,000</i>	<i>300,000</i>
	4 30 0	Cooperation with Italian institutions		p.m.	p.m.		437,007	437,007		300,000	300,000
	Chap. 4 9	Cooperation with Italian institutions - Financing earlier years		p.m.	p.m.		423,623	559,373		442,150	485,611
4 90		<i>Cooperation with Italian institutions - Financing earlier years</i>		<i>p.m.</i>	<i>p.m.</i>		<i>423,623</i>	<i>559,373</i>		<i>442,150</i>	<i>485,611</i>
	4 90 0	Cooperation with Italian institutions - Financing earlier years		p.m.	p.m.		423,623	559,373		442,150	485,611
	TITLE 4	TOTAL TITLE 4		p.m.	p.m.		860,630	996,380		742,150	785,611

As the current 2006-2008 agreement is expected to conclude at the end of 2008, the ETF is currently in negotiations with the Italian Ministry of Foreign Affairs for a new agreement covering 2009-2011. Once an agreement is reached, it will be presented to the board for approval.

TITLE 5 MEDA - ETE (Earmarked revenue)

	Chap. 5 0	MEDA-ETE		p.m.	p.m.		500,000	500,000		p.m.	p.m.
5 00		<i>MEDA-ETE</i>		<i>p.m.</i>	<i>p.m.</i>		<i>500,000</i>	<i>500,000</i>		<i>p.m.</i>	<i>p.m.</i>
	5 00 0	MEDA-ETE		p.m.	p.m.		500,000	500,000		p.m.	p.m.
	Chap. 5 9	MEDA-ETE - Financing earlier years		p.m.	p.m.		525,252	2,024,464		1,750,639	3,630,714
5 90		<i>MEDA-ETE - Financing earlier years</i>		<i>p.m.</i>	<i>p.m.</i>		<i>525,252</i>	<i>2,024,464</i>		<i>1,750,639</i>	<i>3,630,714</i>
	5 90 0	MEDA-ETE - Financing earlier years		p.m.	p.m.		525,252	2,024,464		1,750,639	3,630,714
	TITLE 5	TOTAL TITLE 5		p.m.	p.m.		1,025,252	2,524,464		1,750,639	3,630,714

All funds foreseen under the MEDA-ETE project have been received by the ETF and no further funding is expected. In 2009 the last activities of the project will take place, while the last payments and reporting will be finalised by late 2010

TITLE 6 TEMPUS - TECHNICAL ASSISTANCE (Earmarked revenue)

	Chap. 6 0	TEMPUS		p.m.	p.m.		p.m.	p.m.		870,000	870,000
6 00		<i>TEMPUS</i>		<i>p.m.</i>	<i>p.m.</i>		<i>p.m.</i>	<i>p.m.</i>		<i>870,000</i>	<i>870,000</i>
	6 00 0	TEMPUS		p.m.	p.m.		p.m.	p.m.		870,000	870,000
	Chap. 6 9	TEMPUS - Financing earlier years		p.m.	p.m.		414,618	538,244		p.m.	841,446
6 90		<i>TEMPUS - Financing earlier years</i>		<i>p.m.</i>	<i>p.m.</i>		<i>414,618</i>	<i>538,244</i>		<i>p.m.</i>	<i>841,446</i>
	6 90 0	TEMPUS - Financing earlier years		p.m.	p.m.		414,618	538,244		p.m.	841,446
	TITLE 6	TOTAL TITLE 6		p.m.	p.m.		414,618	538,244		870,000	1,711,446

TOTAL EARMARKED / PROJECT REVENUE				p.m.	p.m.		2,300,500	4,059,087		3,362,789	6,127,771
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GRAND TOTAL				19,872,000	19,872,000		20,284,500	22,043,087		23,246,045	26,011,027
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Art.	Item	Title	2009 Draft Budget		Payments scheduled 2010	2008 Revised Budget		2007 Revised Budget		Assumptions 2009
			COM	PAY	PAY	COM	PAY	COM	PAY	
TITLE 1 EXPENDITURE RELATING TO PERSONS WORKING WITH THE FOUNDATION										
Chap. 1 1 Staff in active employment			12,243,000	12,243,000	-	11,727,023	11,727,023	12,322,000	12,322,000	
1 10		<i>Agents included in the workforce</i>	8,518,000	8,518,000	-	7,833,100	7,833,100	8,202,000	8,202,000	
	1 10 0	Basic salaries	6,908,000	6,908,000	-	6,332,100	6,332,100	6,772,000	6,772,000	This appropriation is intended to cover 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 European Communities (art. 20). Planning assumptions: * 96 Temporary Agent posts in the ETF establishment plan with an estimated lower turnover compared to previous years due to a more stable situation (Tempus activities closed in June 2008, new mandate adopted). The full time equivalent (FTE) of those 96 posts are estimated at 91 (88 FTEs are foreseen in 2008 due to high turnover related to TEMPUS closing of activities) Funding placed under reserve: €718,000
	1 10 1	Family allowances	710,000	710,000	-	690,000	690,000	600,000	600,000	This appropriation is intended to cover the family allowances of the ETF's Temporary Agents as indicated in the Staff Regulations (art. 67) and Conditions of Employment of Other Servants of the European Communities (art. 20). Planning assumptions: * 91 FTE Temporary Agents. Increase due the higher number of FTE and to usual increase in education costs based on historical trends.
	1 10 2	Transfer and expatriation allowance	900,000	900,000	-	811,000	811,000	830,000	830,000	This appropriation is intended to cover the expatriation allowance of the Temporary Agents of the ETF as indicated in the Staff Regulations (art. 69) and Conditions of Employment of Other Servants of the European Communities (art. 20). Planning assumptions: * 91 FTE Temporary Agents. Increase due the higher number of FTE and to historical trends.
	1 10 3	Secretarial allowance	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
1 11		<i>Other staff</i>	1,457,000	1,457,000	-	1,563,800	1,563,800	1,450,000	1,450,000	
	1 11 0	Contractual agent	1,300,000	1,300,000	-	1,407,100	1,407,100	1,300,000	1,300,000	This appropriation covers all salaries, allowances, social security related costs for Contract Agents + annual leave not taken at the end of their contract by Contract Agents and related salary adaptations. Planning assumptions: * 33 Contract Agents including costs (installation, daily allowances, travel costs etc.) linked to start or end of service (to be paid after end of service) with an estimated lower turnover compared to previous years due to a more stable situation (Tempus activities closed in June 2008, new mandate adopted). The full time equivalent (FTE) is estimated at 28. Funding placed under reserve: €200,000
	1 11 2	Local staff	157,000	157,000	-	156,700	156,700	150,000	150,000	This appropriation covers all salaries, allowances, social security related costs for Local Agents. Planning assumptions: * 3 Local Agents. Slight increase based on historical cost trends.
1 13		<i>Insurance against sickness, accidents and occupational disease, unemployment insurance and maintenance of pension rights</i>	375,000	375,000	-	355,500	355,500	365,000	365,000	
	1 13 0	Insurance against sickness	235,000	235,000	-	222,500	222,500	225,000	225,000	This appropriation covers insurance against sickness costs as per article 72 of the Staff Regulations and Conditions of Employment of Other Servants of the European Communities (art. 28) Planning assumptions: * 91 FTE Temporary Agents
	1 13 1	Insurance against accidents and occupational disease	50,000	50,000	-	46,500	46,500	50,000	50,000	This appropriation covers insurance against accident and occupational disease costs as per article 73 of the Staff Regulations and Conditions of Employment of Other Servants of the European Communities (art. 28) Planning assumptions: * 91 FTE Temporary Agents
	1 13 2	Unemployment insurance for temporary staff	90,000	90,000	-	86,500	86,500	90,000	90,000	This appropriation covers insurance against unemployment costs for Temporary Agents as per article 28a of the Conditions of Employment of Other Servants of the European Communities Planning assumptions: * 91 FTE Temporary Agents
	1 13 3	Pension	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
1 14		<i>Sundry allowances</i>	167,500	167,500	-	175,000	175,000	163,000	163,000	

Art.	Item	Title	2009 Draft Budget		Payments scheduled 2010	2008 Revised Budget		2007 Revised Budget		Assumptions 2009
			COM	PAY	PAY	COM	PAY	COM	PAY	
1 14 0	Birth and death allowance		2,500	2,500	-	2,000	2,000	2,000	2,000	Staff Regulations of Officials of the European Communities, and in particular art. 70, 74 and 75 thereof and Conditions of Employment of Other Servants of the European Communities (art. 28). This appropriation is intended to cover : - birth grants; - in the event of an official's death: - the deceased's full remuneration until the end of the third month following that in which death occurred, - the costs of transporting the body to the deceased's place of origin Planning assumptions: * historical trend.
1 14 1	Annual travel costs from the place of employment to the place of origin		140,000	140,000	-	155,000	155,000	140,000	140,000	Staff Regulations of Officials of the European Communities, and in particular Art. 8 of Annex VII therefore applicable by analogy to Temporary Agents. This appropriation covers the lump-sum payment of travel costs of relevant staff, their spouses and dependants from the place of employment to the place of origin. Planning assumptions: * 91 FTE Temporary Agents and historical trend.
1 14 2	Accommodation and transport allowances		p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
1 14 3	Fixed entertainment allowances		p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
1 14 4	Fixed local travel allowances		p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
1 14 7	Allowances for shift work or standby duty at the official's place of work and/or at home		25,000	25,000	-	18,000	18,000	21,000	21,000	Staff Regulations of Officials of the European Communities, and in particular Art. 56a and Conditions of Employment of Other Servants (art. 16). Planning assumptions: * 1 staff on duty during closing time throughout the year (1 in 2008).
1 15	Overtime		p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
1 15 0	Overtime		p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
1 17	Supplementary services		471,000	471,000	-	515,623	515,623	762,000	762,000	
1 17 0	Freelance interpreters and conference personnel		p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
1 17 2	Cost of organising traineeships with the Foundation		21,000	21,000	-	16,500	16,500	12,000	12,000	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. Planning assumptions: 3 six-month traineeships (3 in 2008, 5 in 2007)
1 17 5	Other translation and typing services and work to be contracted out		p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
1 17 7	Other services rendered and institutional audit services		450,000	450,000	-	499,123	499,123	750,000	750,000	This appropriation is intended to cover 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). Planning assumptions: * Appropriations are mostly used for: 1) services provided, for instance by the EU administrative bodies through Service Level Agreements (i.e processing of salary costs and other optional services, financial management services etc.) - (estimated at €100,000 - €100,000 in 2008, €100,000 in 2007) 2) service providers (interim staff) replacing ETF staff for short periods covering peak periods and the short-term absence of regular ETF staff. (estimated at €280,000 - €350,000 in 2008, €500,000 in 2007) 3) relocation services for new comers (estimated at €20,000) 4) consultancy services to improve ETF effectiveness and efficiency (estimated at €50,000 - €50,000 in 2008, €150,000 in 2007) Funding placed under reserve: €250,000
1 18	Recruitment and transformation costs		274,500	274,500	-	360,000	360,000	351,000	351,000	

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			COM	PAY		COM	PAY	COM	PAY	
1 18 0	Sundry recruitment expenses		50,000	50,000	-	174,000	174,000	75,000	75,000	Staff Regulations of Officials of the European Communities, and in particular Art. 27 to 31 and 33 thereof. This appropriation is intended to cover 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) - pre-recruitment medical examinations. Planning assumptions: * historical trends.
1 18 1	Travelling expenses		7,000	7,000	-	7,000	7,000	13,000	13,000	Staff Regulation of Officials of the European Communities, and in particular Art. 71 thereof. This appropriation is intended to cover travel expenses for staff members and their families when they start or end their service. Planning assumptions: * historical trends
1 18 2	Installation allowance		100,000	100,000	-	70,000	70,000	110,000	110,000	Staff Regulations of Officials of the European Communities, and in particular Art. 5 and 6 of Annex VII thereof. This appropriation covers installation and resettlement allowances due to staff having to change their place of residence on taking up their duties, on transfer to a new place of employment and upon leaving the institution and resettling elsewhere. Planning assumptions: * historical trend
1 18 3	Moving expenses		67,500	67,500	-	85,000	85,000	110,000	110,000	Staff Regulations of officials of the European Communities, and in particular Art. 20 and 71 thereof and Art. 9 of Annex VII thereof. This appropriation is intended to cover the removal expenses of a new staff entering the service as well as the expenses of members of staff leaving the ETF. Planning assumptions: * historical trend.
1 18 4	Temporary daily allowance		50,000	50,000	-	24,000	24,000	43,000	43,000	Staff Regulation of Officials of the European Communities, and in particular Art. 20 and 71 thereof and Art. 10 of Annex VII thereto. This appropriation covers temporary daily subsistence allowances for staff who can prove that they must change their place of residence on taking up their duties, or transferring to a new place of employment. Planning assumptions: * historical trend.
1 19	Weightings (Correction coefficients)		980,000	980,000	-	924,000	924,000	1,029,000	1,029,000	
1 19 0	Weightings (Correction coefficients)		800,000	800,000	-	754,000	754,000	865,000	865,000	Staff Regulations of Officials of the European Communities, and in particular Art. 64 and 65 and Art. 17 (3) of Annex VII thereof. This appropriation covers the cost of weightings applied to the remuneration of staff. The weightings are adopted by the Council on a proposal from the Commission but are agreed at the end of the year with the increases/decreases backdated to 1 July. It also covers the cost of weightings applied to any emoluments transferred to a country other than the country of employment. Planning assumptions: * historical trend - decrease of weighting factor in 2007 might be counterbalanced by an increase in 2009
1 19 1	Salarial adaptation		180,000	180,000	-	170,000	170,000	164,000	164,000	Staff Regulations of Officials of the European Communities, and in particular Articles 65 and 65a and Annex XI thereof. Financial Regulation of 21 December 1977 applicable to the general budget of the European Communities (OJ L 356, 31.12.1977, p. 1) as last amended by Regulation (EC, ECSC, Euratom) No 2548/98 (OJ L 320, 28.11.1998, p. 1). This appropriation is intended to cover the costs of any adjustments to remuneration approved by the Council during the financial year. It is purely provisional and backdated to 1 July. Planning assumptions: *historical trend
Chap. 1 3 Missions and travel			1,056,000	1,056,000	-	937,000	937,000	1,056,000	1,056,000	
1 30	Mission and travel expenses		1,056,000	1,056,000	-	937,000	937,000	1,056,000	1,056,000	

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1 30 0	Mission and travel expenses		1,056,000	1,056,000	-	937,000	937,000	1,056,000	1,056,000	Staff Regulations of Officials of the European Communities, and in particular Art. 11 to 13 of Annex VII thereof. This appropriation is intended to cover: 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 European Communities. Planning assumptions: increase in operational and management missions (higher than the 2007 level) in view of the new mandate, increased OPS activities and budget, ABAC deployment related missions, insurance costs and a slight reduction in long-term missions * €905,000 - operational and management missions, increase compared to 2007 level (€840,000) in view of the new mandate, increased OPS activities and budget, ABAC deployment related missions and insurance costs * €90,000 - two long term missions for staff development purposes (three in 2007 at € 175,000) * €61,000 - staff development missions (€50,000 in 2007) Funding placed under reserve: €176,000
Chap. 1 4 Socio-medical infrastructure			210,000	210,000	-	194,000	194,000	176,000	176,000	
1 40	Running costs of restaurants and canteens		p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
1 40 0	Running costs of restaurants and canteens		p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
1 42	Restaurants, meals and canteens		p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
1 42 0	Restaurants, meals and canteens		p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
1 43	Medical service		30,000	30,000	-	29,000	29,000	26,000	26,000	
1 43 0	Medical service		30,000	30,000	-	29,000	29,000	26,000	26,000	Staff Regulations of Officials of the European Communities, and in particular Art. 59 and Art. 8 of Annex II thereof. This appropriation is intended to cover the costs of the external health service acting for the ETF (in particular carrying out regular medical examinations of ETF staff, the cost of a medical officer and medical products, first aid material etc.). Planning assumptions: * historical trend in 2008: annual check up €5,300 ETF medical officer €21,600 Medical supplies €2,100
1 44	Internal training		150,000	150,000	-	150,000	150,000	145,000	145,000	
1 44 0	Internal training		150,000	150,000	-	150,000	150,000	145,000	145,000	Staff Regulations of Officials of the European Communities, and in particular Art. 24 (3) thereof. This appropriation is intended to cover 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: An estimated average of €1,200 per staff member across all contract types (€1,200 in 2008, €1,150 in 2007) is planned for training, plus eventual didactic material and supplies at €6,000 (€6,000 in 2008, €5,100 in 2007) Funding placed under reserve: €50,000
1 49	Other interventions		30,000	30,000	-	p.m.	p.m.	5,000	5,000	
1 49 0	Other interventions		30,000	30,000	-	15,000	15,000	5,000	5,000	This appropriation is intended to cover amongst other social events and institutional well being programmes that the ETF is putting in place. Planning assumptions: * in-house week events * ETF Christmas events * other social events to support well-being/social integration programme
Chap. 1 5 Staff exchanges between the Foundation and the public sector			300,000	300,000	-	200,000	200,000	255,000	255,000	

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1 52		Staff exchanges between the Foundation and the public sector	300,000	300,000	-	200,000	200,000	255,000	255,000	
1 52 0		National experts seconded	300,000	300,000	-	200,000	200,000	255,000	255,000	This appropriation is intended to cover 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: * 6 FTE Funding placed under reserve: €180,000
Chap. 1 7 Entertainment and representation expenses			10,000	10,000	-	8,944	8,944	10,000	10,000	
1 70		Entertainment and representation expenses	10,000	10,000	-	8,944	8,944	10,000	10,000	
1 70 0		Entertainment and representation expenses	10,000	10,000	-	8,944	8,944	10,000	10,000	This chapter covers expenses linked to hospitality costs for guests (e.g. lunches, dinners, etc.). Planning assumptions: On the basis of previous experience, an amount of €5,000 has been budgeted to cover catering requests to Villa Gualino (lunches, coffee breaks), and another €5,000 will cover the reimbursement of representation costs, including catering expenses, taxi costs and small gifts authorised by the Director.
Chap. 1 9 Pensions and pension subsidies			p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
1 90		Pensions and pension subsidies	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
1 90 0		Pensions and pension subsidies	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
TITLE 1 TOTAL TITLE 1			13,819,000	13,819,000	-	13,066,967	13,066,967	13,819,000	13,819,000	

TITLE 2 BUILDING, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE

Chap. 2 0 Investments in immovable property, rental of buildings and associated costs			752,000	752,000	-	646,015	646,015	747,000	747,000	
2 00		Rentals	6,500	6,500	-	5,499	5,499	24,000	24,000	
2 00 0		Rentals	6,500	6,500	-	5,499	5,499	24,000	24,000	This appropriation is intended to cover property rental Planning Assumptions: The estimate includes: symbolic amount for rental of ETF Villa Gualino office premises (1 €) as indicated in the ETF/Villa Gualino agreements, the rent for a single office in the DG EAC building in Tour Madou, Brussels (plus an annual indexation of around 5%) . It is assumed that the passage of the office to a permanent ETF representation in Brussels as of mid-2008 will not distort this estimate. Funding placed under reserve: €900
2 01		Insurance	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
2 01 0		Insurance	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	This appropriation is intended to cover reimbursement of the insurance contracts paid on behalf of ETF by the Villa Gualino consortia for the ETF occupied area of the Villa Gualino building. Planning Assumptions: From 2007 onwards this expenditure is incorporated in BL2090 - Other expenditure on buildings.
2 02		Water, gas, electricity and heating	130,000	130,000	-	156,215	156,215	126,000	126,000	
2 02 0		Water, gas, electricity and heating	130,000	130,000	-	156,215	156,215	126,000	126,000	This appropriation is intended to cover utilities (water, gas, electricity and heating). Planning Assumptions: Costs tend to rise with extreme weather (hot in summer or cold in winter) and with energy costs in general. An increase of 7% to follow the trend of the increase in costs registered during past years was taken into account in 2007. Active savings measures are an objective of 2009 but are currently assumed to counter-act these trends only to a certain degree. The Tempus repatriation is not expected to reduce utility costs as staff numbers are expected to remain largely constant when including increases in short term externals and contract staff. A small dividend might accrue due to the lower number of "fixed" Tempus contractors or assessors. This will only be evident towards late 2008 however. The re-tendering of some Villa Gualino contracts might have an additional impact by either raising or cutting costs. Funding placed under reserve: €10,000
2 03		Cleaning and maintenance	313,500	313,500	-	260,000	260,000	330,000	330,000	

Art.	Item	Title	2009 Draft Budget		Payments scheduled 2010	2008 Revised Budget		2007 Revised Budget		Assumptions 2009
			COM	PAY		COM	PAY	COM	PAY	
	2 03 0	Cleaning and maintenance	313,500	313,500	-	260,000	260,000	330,000	330,000	<p>This appropriation is intended to cover 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.</p> <p>The total cost for maintenance and cleaning of the parts of the building jointly used 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 the urgent needs that may emerge with preventative maintenance or replacements.</p> <p>Planning Assumptions: The total cost of maintaining and cleaning jointly used parts of the building varies according to the number and size of unforeseen repairs and interventions during the year. Due to the ageing of the building and some technical problems (roofing, drains, air conditioning, ventilation) the number of interventions has tended to increase over recent years. Despite this, attempts will be made to limit the budget to that forecast. Variable staffing in 2009 is also to be taken into account, the current assumption being that ETF staff numbers (total complement) will remain similar to the current year. The re-tendering of some Villa Gualino contracts might have an additional impact. During 2009 the ETF expects to enter into discussions about the future.</p> <p>Funding placed under reserve: €84,100</p>
	2 04	Furnishing of premises	20,000	20,000	-	14,300	14,300	20,000	20,000	
	2 04 0	Furnishing of premises	20,000	20,000	-	14,300	14,300	20,000	20,000	<p>This appropriation is intended to cover the performance of small-scale jobs for fitting out the building (such as changes to partitions, nameplates and signs, painting, etc.).</p> <p>Planning Assumptions: Staff turnover and reorganisation may lead to changes in the office occupation plan. The arrival of new contract agents and experts will mean finding suitable office space. A reserve has been planned for eventual partitions and furnishing. Reception outfitting and refurbishment, including meeting rooms, may raise this estimate. A modest office reorganisation and redecoration in 2008 may require further work in 2009. Funding placed under reserve: €20,000</p>
	2 05	Security and surveillance	150,000	150,000	-	113,000	113,000	150,000	150,000	
	2 05 0	Security and surveillance	150,000	150,000	-	113,000	113,000	150,000	150,000	<p>This appropriation is intended to cover the various expenses relating to the security and safety of the building. The following activities are gathered under this budget item: surveillance, maintenance of anti-intrusion system, purchase and maintenance of fire equipment and costs of inspections required by Italian laws.</p> <p>Planning Assumptions: A new contract for security has been concluded. A margin was foreseen in view of the increase of the hourly fee. However, attempts are being made to limit the budget to the amount spent in 2008 (by enforcing limitations of works scheduled outside normal hours or during weekends etc.) These efforts are not always successful however. Additional improvements to the security infrastructure are overdue (CCTV) and are now scheduled for 2009. These will need to be found within this planning envelope. Funding placed under reserve: €45,000</p>
	2 09	Other expenditure on buildings	132,000	132,000	-	97,000	97,000	97,000	97,000	
	2 09 0	Other expenditure on buildings	132,000	132,000	-	97,000	97,000	97,000	97,000	<p>This appropriation is intended to cover other expenses related to the building not specifically provided for, notably taxes and roads, drainage, refuse collection, as well as administrative costs, payable to the Villa Gualino Consortium as provided for in the contract CON/03/ETF/0071.</p> <p>Planning Assumptions: * reimbursement to the Villa Gualino consortium for related insurance policies (for an estimated amount of €8,100 in 2009) * management and administrative fees paid to Villa Gualino, in line with the site agreement, are proportional to running costs (18% of the total paid on BL 2030 and 2020). * refuse collection tax - estimated €32,000 * the assumption is made that costs will rise due to municipal charges being further increased. Funding placed under reserve: €52,000</p>
	Chap. 2 1 Information & Communication Technology		591,000	591,000	-	454,600	454,600	530,100	530,100	
	2 10	ICT expenditure	591,000	591,000	-	454,600	454,600	530,100	530,100	

Art.	Item	Title	2009 Draft Budget		Payments scheduled 2010	2008 Revised Budget		2007 Revised Budget		Assumptions 2009
			COM	PAY		COM	PAY	COM	PAY	
2 10 0	ICT hardware		100,000	100,000	-	47,800	47,800	121,400	121,400	<p>This item covers the purchase of computer hardware including network servers, personal computers, printers and networking / communications equipment etc.</p> <p>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.</p> <p>Planning Assumptions: On average, the the ETF replaces between one third and one quarter of its ICT technology (PCs, portables, printers etc.) per year due to obsolescence. In 2009 no special purchase of additional servers/computers is foreseen other than regular replacement. No ABAC related equipment requirements have emerged at this time although this could change as planning becomes more detailed in late 2008. Conversely the need to upgrade user workstations to allow richer collaboration environments is now gaining importance and this line foresees the procurement of new equipment in this area.</p> <p>Funding placed under reserve: €60,000</p>
2 10 1	Software development and purchase		170,000	170,000	-	139,000	139,000	140,000	140,000	<p>This item has been allocated to cover the purchase of standard software applications and for the development of software systems.</p> <p>Planning Assumptions: Based on current needs and requirements expressed, an amount of €170 000 has been forecast to cover licensing costs and software development projects (€30,000 for local system reengineering linked to the introduction of ABAC - €600 x 5 days x 10 ETF local systems)</p> <p>Funding placed under reserve: €100,000</p>
2 10 2	Other expenses		181,000	181,000	-	136,800	136,800	148,700	148,700	<p>This item has been allocated to cover the costs associated with the maintenance and support of both ICT hardware and software including the purchase of computer durables, maintenance and other interventions. Infrastructure Support: the major cost in this item is that of currently running maintenance and support contracts for hardware (for both servers and network infrastructure) and software systems e.g. Microsoft, Oracle and IBM Lotus Notes. Includes also costs indicated in Service Level Agreements (SLAs) for IT systems</p> <p>Planning Assumptions: Ongoing contracts for the maintenance of hardware and software amount to the figure estimated and are therefore unlikely to decrease - €190,000 * (to be verified in planning phase) ABAC - SLA with DG Budget - Start up fee (no ABAC Assets) and 3/12 of the yearly fee (€30,000+€25,000) * No SAP licences (ABAC related) are included * No TESTA communications hardware costs are envisaged</p>
2 10 3	Telecoms costs		100,000	100,000	-	131,000	131,000	95,000	95,000	<p>This appropriation is intended to cover the fixed costs of subscriptions, communication costs and internet service fees.</p> <p>Planning Assumptions: Telecommunications costs are continuing to drop and the recent EU directive on mobile telephony will certainly help in this respect although it needs to be remembered that the ETF works with many partner countries outside the EU where these costs may not see similar decreases. Consumption however is growing, especially of mobile telecommunications. Staff missions and safety needs together with increased communication requirements are pushing up costs. Telephone and ADSL lines (for internet) in the ETF office in Brussels are also a factor explaining the increase in this article. The replacement of telephony hardware and services is expected in 2009, counter-balancing the increase.</p>
2 10 4	Telecoms equipment costs		40,000	40,000	-	p.m.	p.m.	25,000	25,000	<p>This appropriation is intended to cover expenses relating to telecommunications equipment, including cables, purchase, rental, installation, servicing, documentation, and for maintenance contracts of the internal telephone system.</p> <p>Planning Assumptions: Some of the existing phones and the telephone exchange need to be replaced. A feasibility study will be carried out in late 2008/2009 and additional funds would be necessary should a need to replace this technology emerge. This might increase the costs of equipment in 2009.</p> <p>Funding placed under reserve: €34,000</p>
Chap. 2 2 Movable property and associated costs			65,000	65,000	-	30,390	30,390	70,000	70,000	
2 20	Technical installations and office equipment		48,000	48,000	-	26,790	26,790	54,816	54,816	
2 20 0	Purchase		14,000	14,000	-	2,260	2,260	14,053	14,053	<p>This appropriation is intended to cover the purchase of technical and office equipment, especially audiovisual, copying, archiving and interpretation equipment.</p> <p>This appropriation is also used for the general replacement of old office equipment such as faxes, binding machines etc.</p> <p>Planning Assumptions: Some improvements might be necessary such as integration of the audio system for meeting rooms. Some office equipment might reach replacement age as well.</p> <p>Funding placed under reserve: €14,000</p>

Art.	Item	Title	2009 Draft Budget		Payments scheduled 2010	2008 Revised Budget		2007 Revised Budget		Assumptions 2009
			COM	PAY	PAY	COM	PAY	COM	PAY	
2 20 2	Rentals		30,000	30,000	-	22,630	22,630	37,000	37,000	This appropriation is intended to cover the costs of rental/leasing of materials and/or equipment, which it is uneconomic or difficult to purchase on account of limited available budgetary resources (e.g. copy machines). Planning Assumptions: Costs related to the use of copiers saw a decrease which will most probably continue post Tempus departure. Funding placed under reserve: €10,000
2 20 3	Maintenance, utilisation and repairs		4,000	4,000	-	1,900	1,900	3,763	3,763	This appropriation covers the costs of maintenance and repair of the materials and equipment listed under items 2200 to 2202 and the cost of additional copies in excess of the number stipulated in the Foundation's supplier framework contract. Planning Assumptions: Ongoing maintenance contracts plus an estimated amount for additional copies justify the budget request. Funding placed under reserve: €3,000
2 21	Furniture		11,000	11,000	-	1,000	1,000	9,022	9,022	
2 21 0	Purchase		11,000	11,000	-	1,000	1,000	9,022	9,022	This appropriation covers the purchase of new furniture. Planning Assumptions: Further to the advice given by the ETF doctor, procurement should be launched to replace existing desk seats with new ergonomic ones. Budget permitting, the replacement of furniture for meeting rooms is foreseen. Funding placed under reserve: €11,000
2 23	Transport		p.m.	p.m.	-	p.m.	p.m.	162	162	
2 23 3	Maintenance, utilisation and repairs		p.m.	p.m.	-	p.m.	p.m.	162	162	This appropriation was intended to cover the operating, maintenance, fuel and related costs of the ETF van. The van has been decommissioned and there are no plans to replace it. Planning Assumptions: ETF van decommissioned - funds no longer needed.
2 25	Documentation and library		6,000	6,000	-	2,600	2,600	6,000	6,000	
2 25 0	Purchase of non-operational publications and subscriptions		6,000	6,000	-	2,600	2,600	6,000	6,000	This appropriation is intended for the acquisition of publications and subscriptions, for general ETF use and/or the use of the non-operational departments (e.g. computer manuals, legal books, newspapers, magazines etc.). Until 2006 the title was "Library stocks, purchase of books". Planning Assumptions: 10 subscriptions to newspapers and magazines (10 in 2007 and 2008) ~ 10-20 publications (10-20 in 2007, 10 in 2008) Funding placed under reserve: €4,000
2 25 1	Miscellaneous library expenses		p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	Unforeseen, extraordinary library expenses (e.g. binding, conservation of works). Until 2006 the title was "Special Library Material"
2 25 2	Subscriptions to newspapers and magazines		p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	Since 2007, this expenditure has been incorporated in item 2250 - Purchase of non-operational publications and subscriptions. This item will no longer be used.
2 25 4	Binding expenses and conservation of works		p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	Since 2007, this expenditure has been incorporated in item 2251 - Miscellaneous library expenses. This item will no longer be used.
Chap. 2 3	Current administrative expenditure		157,000	157,000	-	128,530	128,530	214,900	214,900	
2 30	Stationery and office supplies		50,000	50,000	-	29,300	29,300	61,900	61,900	
2 30 0	Stationery and office supplies		50,000	50,000	-	29,300	29,300	61,900	61,900	
2300-ECU	Stationery and office supplies - ECU		25,000	25,000	-	10,400	10,400	40,900	40,900	Branded stationery (headed paper, envelopes, business cards, etc.) as well as Promotional material (pens, bags, mouse mats, etc.). Planning Assumptions: The ETF will not change its corporate design in 2009. Based on experience from previous years, an amount of €5,000 has been budgeted to cover expenses for branded stationery, another €10,000 will cover the production of business cards, folders, block notes and other customised office supply. An amount of €10,000 will cover expenses for promotional material used for meetings and visitors (pens, lanyards, mouse mats, etc.). Funding placed under reserve: €15,000
2300-CTS	Stationery and office supplies - CTS		25,000	25,000	-	18,900	18,900	21,000	21,000	Office supplies including paper for printers/copiers Planning Assumptions: Due to the new framework contract for stationery and paper (concluded 2008) costs should see a slight rise due to delivery costs (immediate delivery for individual "orders" is foreseen) However, following the departure of TEMPUS, there might be a reduction in costs for consumables (paper, stationery). The estimate takes this into account and attempts to limit the budget needs. Funding placed under reserve: €15,000
2 32	Financial charges		2,000	2,000	-	2,000	2,000	2,000	2,000	
2 32 0	Miscellaneous Financial expenditure		2,000	2,000	-	2,000	2,000	2,000	2,000	This item covers bank charges and other financial charges as well as damages and interest (former budget items 2322 and 2340). Until 2006 the title was "Bank charges". Planning Assumptions: Bank charges can be highly variable and unpredictable. However past experience indicates that €2000 is a safe maximum estimate of potential costs.
2 32 1	Exchange rate losses		p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	This item is intended to cover exchange rate losses.

Art.	Item	Title	2009 Draft Budget		Payments scheduled 2010	2008 Revised Budget		2007 Revised Budget		Assumptions 2009
			COM	PAY	PAY	COM	PAY	COM	PAY	
2 32 2	Other financial charges		p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	This expenditure is incorporated in item 2320 - Miscellaneous financial expenditure. This item will no longer be used.
2 33	Legal expenses		30,000	30,000	-	15,230	15,230	54,000	54,000	
2 33 0	Legal expenses		30,000	30,000	-	15,230	15,230	54,000	54,000	This item is intended to cover * general legal expenses, * trial expenses. * external lawyers' expenses. Planning Assumptions: based on current forecast of ongoing legal cases
2 35	Other operating expenditure		23,000	23,000	-	62,000	62,000	37,000	37,000	
2 35 0	Miscellaneous insurance		14,000	14,000	-	28,000	28,000	27,000	27,000	This appropriation is intended to cover sundry insurance expenses (notably civil liability, insurance against theft, insurance for computer equipment and cabling; for the safes and contents). Planning Assumptions: Significant reduction compared to 2007 and 2008 due to adherence to EC framework contract for civil liability, leading to approximate saving of up to €10,000 (2007 budget - €27,000, 2008 budget - €28,000) ~ €1.1 million: electronic appliances and software all risks ~ €120,000: theft and robbery ~ €15 million: fire and natural disasters Statutory staff, Detached National Experts and stagiaires: civil liability of third parties and employees ~ 2 FTE: civil liability accounting officer (1 in 2007) Statutory staff, Detached National Experts and stagiaires: legal expenses.
2 35 2	Miscellaneous expenditure on internal meetings		5,000	5,000	-	30,000	30,000	5,000	5,000	This item is intended to cover expenditure (coffee, tea, water) related to internal ETF meetings. Expenditures (coffee, tea, water) related to internal meetings for training and recruitment procedures will be covered by BL 1440 and BL 1180 respectively. The amount budgeted under BL 2352 is to cover all miscellaneous expenditure on internal meetings Planning Assumptions: historical trend
2 35 5	Petty expenses		4,000	4,000	-	4,000	4,000	5,000	5,000	This item is intended to cover other operating expenditure for which no special provision is made (e.g. broken windows/doors, flooding, plumber, change of locks, etc.). Planning Assumptions: historical trend (€5000 foreseen in 2007, €4000 in 2008)
2 36	Publications		52,000	52,000	-	20,000	20,000	60,000	60,000	
2 36 0	Publications		52,000	52,000	-	20,000	20,000	60,000	60,000	This appropriation is intended to cover the cost of legal documents, which the Foundation is obliged to publish (budget, invitations to tender, etc.). Planning Assumptions: Publication of the full budget in the Official Journal will cost between €25,000 and €30,000. As a revised budget will also have to be published in full, €60,000 is a necessary amount. Savings are expected since the introduction of a new system for management of the translations/publications of the budget at the Commission - SEI-BUD Funding placed under reserve: €32,000
Chap. 2 4 Post and telecommunications			50,000	50,000	-	53,480	53,480	51,000	51,000	
2 40	Correspondence and courier expenses		50,000	50,000	-	53,480	53,480	51,000	51,000	
2 40 0	Correspondence and courier expenses		50,000	50,000	-	53,480	53,480	51,000	51,000	This appropriation is intended to cover correspondence and courier expenses, including the dispatching of parcels by post. Planning Assumptions: Extremely volatile, it is likely that mailing over the long term will most probably decrease although at best 2009 can be considered a transition year and therefore levels can only be assumed to be the same as 2008 with a moderate risk of increase.
2 41	Telecommunications		p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
2 41 0	Subscriptions and fees		p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	See remarks of BL 2103
2 41 1	Equipment		p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	See remarks of BL 2104
Chap. 2 5 Meetings and associated costs			135,000	135,000	-	145,800	145,800	132,000	132,000	
2 50	Meetings and associated costs		135,000	135,000	-	145,800	145,800	132,000	132,000	
2 50 0	Meetings expenses in general		135,000	135,000	-	145,800	145,800	132,000	132,000	This appropriation is intended to cover the costs relating to the meetings of the Governing Board and the participation of GB members to other meetings organised by the ETF. Planning Assumptions: The amount is based on two Governing Board meetings, costing approximately €65,000-70,000. In the event that a third meeting is organised, the ETF will attempt to reduce the meeting cost
TITLE 2 TOTAL TITLE 2			1,750,000	1,750,000	-	1,458,815	1,458,815	1,745,000	1,745,000	

Art.	Item	Title	2009 Draft Budget		Payments scheduled 2010	2008 Revised Budget		2007 Revised Budget	Assumptions 2009
			COM	PAY	PAY	COM	PAY	COM	PAY
TITLE 3 EXPENSES RELATING TO PERFORMANCE OF SPECIFIC MISSIONS									
Chap. 3 0 Operational expenses			735,000	735,000	118,200	747,341	640,219	892,256	1,019,383
3 00		<i>Operational documentation</i>	22,000	22,000	2,200	16,800	16,800	15,000	16,172
	3 00 0	Purchase of operational publications and subscriptions	22,000	22,000	2,200	16,800	16,800	15,000	16,172
This appropriation is intended for the acquisition of publications and subscriptions, which are intended for the use of the operational departments. Planning Assumptions: On average 100 publications per year 20-30 subscriptions to journals and electronic information sources (similar to 2007 and 2008).									
3 01		<i>Publicising of information</i>	455,000	455,000	91,000	472,300	365,178	611,000	656,741
	3 01 0	General publications	455,000	455,000	91,000	472,300	365,178	611,000	656,741
This appropriation is intended to cover 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. Planning Assumptions: The ETF will not change its corporate identity in 2009. Corporate publications = €200,000 (Highlights 2008, Flagship Publication 2009, Work Programme, Activity Report, brochures and leaflets - €190,000 in 2008 and 2009) Editorial Board = €40,000 (three meetings and fees for the work on ETF publications throughout the year - €30,000 in 2008, €15,000 in 2007). Internal communication = €10,000 (internal newsletter, posters, etc. - €8,000 in 2008, €10,000 in 2007) Media and promotion = €50,000 (press campaigns to promote the organisation of specific projects - €35,000 in 2008). Website = €50,000 (maintenance and development - €45,000 in 2008 and 2007). Cover corporate events = €105,000 (launching conference of the recast regulation and presentation of flagship publication 2009 in Brussels - €5,000 in 2008, €90,000 in 2007). If the ETF, in the light of the recast regulation, decides to change its logo and corporate identity, an additional €150,000 will be needed.									
3 03		<i>Professional memberships and fees</i>	8,000	8,000	p.m.	4,241	4,241	8,000	8,000
	3 03 0	Professional memberships and fees	8,000	8,000	p.m.	4,241	4,241	8,000	8,000
This appropriation is intended to cover the costs associated with professional memberships and fees. Planning Assumptions: The ETF is currently a member of five organisations (EADI, Torino International, IABC, MPI, World Editors Forum).									
3 04		<i>Translation costs</i>	250,000	250,000	25,000	254,000	254,000	258,256	338,256
	3 04 0	Translation costs	250,000	250,000	25,000	254,000	254,000	258,256	338,256
This appropriation is intended to cover translation costs for corporate documents unrelated to specific operational activities. Planning Assumptions: Governing Board documents = €120,000 (€120,000 in 2008, €130,000 in 2007) General governance/letters/directorate = €15,000 (€15,000 in 2008, €20,000 in 2007) Corporate publications and media = €85,000 (€89,000 in 2008, €99,000 in 2007) Website = €30,000 (€30,000 in 2007, €50,000 in 2007)									
3 05		<i>Meetings of the Advisory Forum</i>	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	214
	3 05 0	Meetings of the Advisory Forum	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	214
Appropriations to cover corporate advisory meetings (Advisory Forum) Planning Assumptions: * no Advisory Forum foreseen in 2009									
Chap. 3 1 Priority actions : Work programme activities			3,568,000	3,568,000	1,424,800	2,710,878	2,818,000	3,427,000	3,299,873
3 10		<i>Priority actions : Work programme activities</i>	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	616,680
	3 10 0	Support to Commission : Input to the project cycle ENPI, IPA, DCECI	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	616,680
3 11		<i>Capacity building, information analysis for partner countries</i>	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	517,664
	3 11 0	Capacity building, information analysis for partner countries	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	517,664
3 12		<i>Development Activities - thematic areas</i>	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	258,624
	3 12 0	Development Activities - thematic areas	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	258,624
3 13		<i>Various costs linked to Work programme activities</i>	8,000	8,000	800	8,000	8,000	8,000	7,460

Art.	Item	Title	2009 Draft Budget		Payments scheduled 2010	2008 Revised Budget		2007 Revised Budget		Assumptions 2009
			COM	PAY	PAY	COM	PAY	COM	PAY	
3 13 0		Insurance costs related to Work programme activities	8,000	8,000	800	8,000	8,000	8,000	7,460	This appropriation is intended to the insurance costs related to Work programme activities. Planning Assumptions: Injury insurance for AA-END/stagiares, and for ~ 1000 external person days for participants at ETF events and conferences.
3 14		Projects to support strengthening knowledge and systems	350,000	350,000	140,000	92,878	200,000	329,250	420,138	
3 14 0		Projects to support strengthening knowledge and systems	350,000	350,000	140,000	92,878	200,000	329,250	420,138	This appropriation refers to the quality control of ETF activities through evaluation and audit. The ETF has established a benchmark of 10% of Chapter 31 appropriations for its quality control activities(exceptionaly 5% in 2008). These funds are allocated according to annual audit and evaluation plans adopted in the Work Programme. Planning Assumptions: €100,000 - Audit to verify 10% of financial transactions, plus possible extra for Governing Board/Commission recommendations (€30,000 in 2008, €70,000 in 2007) €150,000 - Evaluation (€100,000 in 2008, €150,000 in 2007) €50,000 - Donor information in the frame of the Sector Wide Approach, information exchange for donors becomes a key issue for the ETF. An information/IT platform is foreseen (€20,000 in 2008, €10,000 revised in 2007) €50,000 - Business development (0€ in 2008, €50,000 in 2007)
3 15		Projects in support of EU's External Assistance in the Neighbourhood area	1,190,000	1,190,000	476,000	930,000	930,000	975,000	469,897	
3 15 0		Projects in support of EU's External Assistance in the Neighbourhood area	1,190,000	1,190,000	476,000	930,000	930,000	975,000	469,897	This appropriation covers the costs of the ETF's contribution to prosperity and development in the European Neighbourhood region through co-operation and partnership in human resource policy development and implementation (ENPI). The budget line includes operational costs as well as associated publication and translation costs. Planning Assumptions: For the Work Programme 2009, the funds will be used to support ETF operational interventions in 16 partner countries and/or territories
3 16		Projects in support of EU's External Assistance in the Enlargement area	1,090,000	1,090,000	436,000	920,000	920,000	1,023,000	505,550	
3 16 0		Projects in support of EU's External Assistance in the Enlargement area	1,090,000	1,090,000	436,000	920,000	920,000	1,023,000	505,550	This appropriation covers the costs of the ETF's contribution to the EU enlargement process (IPA) by supporting the modernisation and reform of education, labour market and training systems in candidate and potential candidate countries. The budget line includes operational costs as well as associated publication and translation costs. Planning Assumptions: For the Work Programme 2009, the funds will be used to support ETF operational interventions in 8 partner countries and/or territories
3 17		Projects in support of EU's External Assistance in the Development Co-operation instrument	490,000	490,000	196,000	355,000	355,000	352,500	183,705	
3 17 0		Projects in support of EU's External Assistance in the Development Co-operation instrument	490,000	490,000	196,000	355,000	355,000	352,500	183,705	This appropriation covers the costs of the ETF's contribution to human resources development in developing countries (DCI). The budget line includes operational costs as well as associated publication and translation costs. Planning Assumptions: For the Work Programme 2009, the funds will be used to support ETF operational interventions in 5 partner countries
3 18		Projects: Innovation & Learning	440,000	440,000	176,000	405,000	405,000	739,250	320,156	
3 18 0		Projects: Innovation & Learning	440,000	440,000	176,000	405,000	405,000	739,250	320,156	This budget line covers the costs of support to the European Commission and partner country policy development through innovation and learning (ILP). The budget line includes operational costs as well as associated publication and translation costs. Planning Assumptions: For the Work Programme 2009, the funds will be used to support ETF operational interventions in the field of innovation, learning and knowledge management
TITLE 3		TOTAL TITLE 3	4,303,000	4,303,000	1,543,000	3,458,219	3,458,219	4,319,256	4,319,256	

TITLE 9 EXPENSES NOT SPECIFICALLY PROVIDED FOR

Chap. 9 9	Expenses not specifically provided for	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
9 90	Reserve	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
9 90 0	Reserve	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
TITLE 9		p.m.	p.m.	-	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.	
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Art.	Item	Title	2009 Draft Budget		Payments scheduled 2010	2008 Revised Budget		2007 Revised Budget		Assumptions 2009
			COM	PAY	PAY	COM	PAY	COM	PAY	
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	19,872,000	19,872,000	1,543,000	17,984,000	17,984,000	19,883,256	19,883,256	

TITLE 4 Cooperation with other organisations (Earmarked expenditure)

Chap. 4 1	Co-operation with other international institutions	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
4 10	Co-operation with other international institutions	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
	4 10 0 World bank	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
4 11	Co-operation with other international institutions			-					
	4 11 0 Swiss Agency for Development and Cooperation	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
Chap. 4 2	Co-operation with other European agencies	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
4 20	SI2 support service	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
	4 20 0 Funds relating to the participation of other European agencies into the SI2 support service	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
Chap. 4 3	Co-operation with national institutions	p.m.	p.m.	-	860,630	996,380	742,150	785,611	
4 30	Co-operation with Italian institutions	p.m.	p.m.	-	860,630	996,380	742,150	785,611	
	4 30 0 Cooperation with Italian institutions (1)	p.m.	p.m.	-	860,630	996,380	742,150	785,611	
Chap. 4 4	Implementation of EU members states projects	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
4 40	Projects related to bilateral agreement between EU members states and other countries	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
	4 40 0 Technical assistance	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
	4 40 1 "Italian Small and Medium Enterprises Programme for Albania" (ISMEPA)	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
TITLE 4	TOTAL TITLE 4	p.m.	p.m.	-	860,630	996,380	742,150	785,611	

TITLE 5 EARMARKED EXPENDITURE

Education and Training for Employment (ETE), project MED 2004/083-494

Chap. 5 1	Human resources	p.m.	p.m.	-	183,307	332,569	281,540	381,481	
5 11	EU Expert fees	p.m.	p.m.	-	40,310	93,130	43,980	109,991	
	5 11 0 EU Expert fees	p.m.	p.m.	-	40,310	93,130	43,980	109,991	
5 12	MEDA Expert fees	p.m.	p.m.	-	8,450	38,450	51,050	71,175	
	5 12 0 MEDA Expert fees	p.m.	p.m.	-	8,450	38,450	51,050	71,175	
5 13	Administrative support	p.m.	p.m.	-	119,507	184,386	148,748	151,754	

Art.	Item	Title	2009 Draft Budget		Payments scheduled 2010	2008 Revised Budget		2007 Revised Budget		Assumptions 2009
			COM	PAY	PAY	COM	PAY	COM	PAY	
	5 13 0	Administrative support		p.m.	p.m.		119,507	184,386	148,748	151,754
5 14		Ad Hoc support		p.m.	p.m.		15,039	16,603	37,762	48,562
	5 14 0	Ad Hoc support		p.m.	p.m.		15,039	16,603	37,762	48,562
	Chap. 5 2	Travel and Per Diems		p.m.	p.m.		414,000	604,769	378,054	546,917
5 21		Per Diems		p.m.	p.m.		141,000	220,645	125,842	194,614
	5 21 1	Experts per diems		p.m.	p.m.		116,000	167,805	93,004	138,171
	5 21 3	Project Team per diems		p.m.	p.m.		25,000	52,839	32,838	56,443
5 22		Travel expenses		p.m.	p.m.		273,000	384,125	252,212	352,303
	5 22 1	EU Expert travel		p.m.	p.m.		37,000	56,268	29,793	49,831
	5 22 2	MEDA Expert travel		p.m.	p.m.		216,000	282,927	184,323	247,262
	5 22 3	Project Team travel		p.m.	p.m.		20,000	44,930	38,096	55,210
	Chap. 5 3	Other cost/services		p.m.	p.m.		412,945	449,794	403,241	469,491
5 31		Visibility		p.m.	p.m.		63,310	78,222	165,462	187,182
	5 31 0	Visibility		p.m.	p.m.		63,310	78,222	165,462	187,182
5 32		Conferences/seminars		p.m.	p.m.		349,636	371,572	237,779	282,309
	5 32 0	Conferences/seminars		p.m.	p.m.		349,636	371,572	237,779	282,309
	Chap. 5 4	Procurement activity for component 3		p.m.	p.m.		p.m.	535,016	p.m.	924,872
5 40		Procurement activity for component 3		p.m.	p.m.		p.m.	535,016	p.m.	924,872
	5 40 0	Procurement activity for component 3		p.m.	p.m.		p.m.	535,016	p.m.	924,872
	Chap. 5 5	Procurement activity for component 4		p.m.	p.m.		p.m.	587,315	100,000	720,150
5 50		Procurement activity for component 4		p.m.	p.m.		p.m.	587,315	100,000	720,150
	5 50 0	Procurement activity for component 4		p.m.	p.m.		p.m.	587,315	100,000	720,150
	Chap. 5 6	Financial Auditing		p.m.	p.m.		15,000	15,000	p.m.	p.m.
5 60		Financial Auditing		p.m.	p.m.		15,000	15,000	p.m.	p.m.
	5 60 0	Technical assistance		p.m.	p.m.		15,000	15,000	p.m.	p.m.
	Chap. 5 7	Contingencies		p.m.	p.m.		p.m.	p.m.	87,803	87,803
5 70		Contingencies		p.m.	p.m.		p.m.	p.m.	87,803	87,803
	5 70 0	Contingencies		p.m.	p.m.		p.m.	p.m.	87,803	87,803
	TITLE 5	TOTAL TITLE 5		p.m.	p.m.		1,025,252	2,524,464	1,250,639	3,130,714

TITLE 6 TEMPUS TECHNICAL ASSISTANCE CONVENTION (Earmarked expenditure)

Chap. 6 1	Selection		p.m.	p.m.		p.m.	p.m.	175,242	613,592	
6 10	Selection		p.m.	p.m.		p.m.	p.m.	175,242	613,592	
	6 10 1	Evaluation meetings		p.m.	p.m.		p.m.	p.m.	38,002	422,517
	6 10 2	Lead experts information sessions		p.m.	p.m.		p.m.	p.m.	p.m.	p.m.
	6 10 3	JEP Technical assessment		p.m.	p.m.		p.m.	p.m.	119,297	126,596
	6 10 4	IMG Technical assessment		p.m.	p.m.		p.m.	p.m.	6,624	22,971
	6 10 5	SCM Academic assessment		p.m.	p.m.		p.m.	p.m.	p.m.	20,370
	6 10 6	SCM Technical assessment		p.m.	p.m.		p.m.	p.m.	11,319	21,137
	Chap. 6 2	Contract Management		p.m.	p.m.		213,585	257,596	260,205	357,437
6 20	Contract Assessment		p.m.	p.m.		p.m.	p.m.	213,585	257,596	
	6 20 1	Reports - Content assessment		p.m.	p.m.		56,086	56,086	p.m.	p.m.
	6 20 2	Reports - Financial assessment		p.m.	p.m.		146,799	170,917	154,205	201,760
	6 20 3	Financial audits		p.m.	p.m.		10,700	30,592	98,500	142,177

Art.	Item	Title	2009 Draft Budget		Payments scheduled 2010	2008 Revised Budget		2007 Revised Budget		Assumptions 2009
			COM	PAY	PAY	COM	PAY	COM	PAY	
	6 20 4	Project administration software	p.m.	p.m.	-	p.m.	p.m.	7,500	13,500	
	Chap. 6 3 Publication & Information		p.m.	p.m.	-	78,100	90,226	117,900	261,322	
	6 30	Publication & Information	p.m.	p.m.	-	78,100	90,226	117,900	261,322	
	6 30 1	Tempus guide for applicants	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
	6 30 2	Tempus country fiche	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
	6 30 3	Tempus studies	p.m.	p.m.	-	25,000	25,000	45,000	177,668	
	6 30 4	Tempus information & publicity materials	p.m.	p.m.	-	53,100	53,100	60,000	67,529	
	6 30 5	Website development	p.m.	p.m.	-	p.m.	12,126	12,900	16,125	
	6 30 6	Tempus project documentation	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
	6 30 7	Tempus annual report	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
	6 30 8	Miscellaneous	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
	6 30 9	Regional conferences	p.m.	p.m.	-	p.m.	p.m.	p.m.	p.m.	
	Chap. 6 4 Administrative expenses		p.m.	p.m.	-	122,933	190,422	290,010	404,577	
	6 40	Administrative expenses	p.m.	p.m.	-	122,933	190,422	290,010	404,577	
	6 40 1	Mailing costs	p.m.	p.m.	-	28,359	88,758	100,500	184,702	
	6 40 2	Translation costs	p.m.	p.m.	-	p.m.	26,992	109,800	117,810	
	6 40 3	Filing, registration, data input	p.m.	p.m.	-	94,574	74,673	79,710	102,065	
	Chap. 6 5 Reserve		p.m.	p.m.	-	p.m.	p.m.	26,643	26,643	
	6 50	Reserve	p.m.	p.m.	-	p.m.	p.m.	26,643	26,643	
	6 50 0	Reserve	p.m.	p.m.	-	p.m.	p.m.	26,643	26,643	
	TITLE 6	TOTAL TITLE 6	p.m.	p.m.	-	414,618	538,244	870,000	1,663,571	
TOTAL ETF EARMARKED EXPENDITURE			p.m.	p.m.	-	2,300,500	4,059,087	2,862,789	5,579,896	
GRAND TOTAL EXPENDITURE			19,872,000	19,872,000	1,543,000	20,284,500	22,043,087	22,746,045	25,463,152	

Grade	2009 requested posts		2008 authorised posts		2007 31 Dec 2007	
	Permanent	Temp.	Permanent	Temp.	Permanent	Temp.
AD 16						
AD 15						1
AD 14		1		1		2
AD 13		3		3		1
AD 12		8		7		7
AD 11		10		13		15
AD 10		5		5		11
AD 9		13		12		4
AD 8		11		10		11
AD 7		8		3		2
AD 6						
AD 5						
<i>Sub total AD</i>	<i>0</i>	<i>59</i>	<i>0</i>	<i>54</i>	<i>0</i>	<i>54</i>
AST 11						
AST 10		3		1		1
AST 9		8		8		2
AST 8		4		4		6
AST 7		7		8		11
AST 6		10		11		12
AST 5		4		10		10
AST 4		1				4
AST 3						
AST 2						
AST 1						
<i>Sub total AST</i>		<i>37</i>		<i>42</i>		<i>46</i>
Total	0	96	0	96	0	100