

BUDGET 2016

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Background

The provisional draft estimate of revenue and expenditures approved by the Governing Board on 21 November 2014 (GB/14/DEC/016) was based on the ETF's Mid-Term Perspective (MTP) 2014-2017 and foresaw a budget of € 21 530 000. The current budget 2016 of € 20 145 000 is consistent with the Commission communication COM (2013) 519 final, adjusted by the Union's draft budget 2016 COM(2015) 300.

It aims at supporting ETF's activities to (1) Reinforce evidence-based VET policy analysis; (2) Modernise VET systems in a lifelong learning perspective and (3) Increase the relevance of VET provision in respect of the labour market, and economic and social cohesion.

SPECIFICITIES OF THE 2016 BUDGET

Revenue

This 2016 budget aims to provide the financial resources necessary for implementing the ETF's 2016 Work Programme. It is based on an overall contribution of €20 145 000 for both commitment and payment appropriations, composed of €19 956 000 contribution from the Union budget and €189 000 from the recovery of surplus related to 2014 budget execution.

Expenditure

The ETF's budget for 2016 is at the same level in nominal terms as all the previous budgets since 2011. This represents a decrease in real terms of approximately 10% compared to 2011. For Titles 1 and 2 (staff costs and administrative expenditure), the 2016 budget covers only mandatory expenditures, and Title 3 (operational expenditure) is reduced by 5%.

The ETF proposes the following breakdown of the contribution¹:

Title 1 for expenditure relating to staff working for the ETF: €13 867 400

Title 1 represents 69% of the EU contribution, with an increase of 4% compared to the 2015 amended budget. During 2015, the Title 1 budget has been reduced for two main reasons:

- i) the unexpected and considerable decrease in the 2014 weighting factor for Italy (leading to more than €300,000 savings)
- ii) the blocked salary adaptations for two years in a row, followed by a reduced salary adaptation of 0.8% in 2014 (resulting in a lower than expected impact on the overall salary cost in 2015).

None of these reasons for decrease, though, are expected to be applicable to the 2016 budget.

If compared with the 2015 initial budget, the proposed budget for 2016 shows a decrease of 1.6%.

¹ For details please refer to the ETF Work Programme 2016

Title 1 for 2016 covers:

- an Establishment Plan of 90, 40 Contract Agents (accounted for 39 FTE), 2 Local Agents and 1 Seconded National Expert
- a minimal indexation linked to promotion and increase in steps
- administrative missions, socio-medical support, staff learning and development activities.

Finally, Title 1 budget for 2016 also considers the assumption that there will be a 1% yearly salary adaptation and only a small increase in the Italian weighting factor (from 100.4 to 100.6) in 2016.

Title 2 for expenditure relating to infrastructure and general administration: €1 589 100

Title 2 represents 8% of the contribution, reflecting a decrease of 19% compared to the 2015 amended budget.

Title 2 covers:

- Information & Communication Technology (ICT) expenditure
- telecommunication costs
- maintenance of the building and equipment (Facilities)
- expenditure related to the organisation of the ETF Governing Board meetings
- legal expenses.

The level of Title 2 is below the historical trend. One reason for this is that over the last few years (and in 2015 in particular) the ETF has implemented important improvements of its premises, which were kept on hold pending a final decision on its permanent location. Another reason is the strategic decision to consider the upgrade of the ETF's website an operational activity thus placing the funds in Title 3 under the Communication Department rather than in Title 2.

Title 3 for expenditure related to operational activities: €4 688 500

Title 3 corresponds to 23% of the subvention, reflecting a decrease of 5% compared to 2015. Title 3 is necessary to support and complement the main inputs provided by ETF experts through Title 1 and it covers expenditure related to:

- operational activities (expertise, capacity building activities, operational missions)
- communication activities (internal and external communications, management of publications)
- planning monitoring and evaluation activities.

Title 4 for cooperation with other organisations

In 2013, the ETF signed a funding agreement with DG DEVCO for the implementation of the project '*Governance for Employability in the Mediterranean*'. The project is expected to end in 2016.

As the amount of this earmarked expenditure is unknown at the moment of preparing the budget, it will be introduced at a later stage through an Amended Budget.

As foreseen in the financial regulation, should any agreement be reached with other EU Member States and organisations, it will be presented to the Governing Board for endorsement.

Format and structure of the budget

The 2016 budget (in line with previous years) includes information on the purpose of each budget line, the planning assumptions used to support the amounts needed, a breakdown of commitment and payment appropriations, the establishment plan as well as a schedule of future payments on commitments entered into in 2015 for Title 3.

Starting from 2016, in order to optimise its budget management, the existing numerous budget lines corresponding to various allowances and contributions for temporary agents will be grouped under the budget line 1100, following the same model already applied to contract agents. At the same time the budget line 1100 will be renamed from "Basic salaries" to "Temporary Agents".

The following lines have not been used in the last three years and are not planned to be used in the near future, as such they are removed from the ETF's budget starting from 2016:

Budget Item 1103	Secretarial allowance
Budget Item 1133	Pension
Budget Item 1142	Accommodation and transport allowances
Budget Item 1143	Fixed entertainment allowances
Budget Item 1144	Fixed local travel allowances
Budget Item 1147	Allowances for shift work or standby duty at the official's place of work and/or at home
Budget Art. 115	Overtime
Budget Item 1150	Overtime
Budget Item 1170	Freelance interpreters and conference. Personnel
Budget Item 1175	Other translation and typing services and work to be contracted out
Budget Art. 140	Running costs of restaurants and canteens
Budget Item 1400	Running costs of restaurants and canteens
Budget Art. 142	Restaurants, meals and canteens
Budget Item 1420	Restaurants, meals and canteens
Budget Chap. 1 9	Pensions and pension subsidies
Budget Art. 190	Pensions and pension subsidies
Budget Item 1900	Pensions and pension subsidies
Budget Art. 201	Insurance
Budget Item 2010	Insurance
Budget Item 2202	Rentals
Budget Item 2203	Maintenance, utilisation and repairs
Budget Art. 223	Transport
Budget Item 2233	Maintenance, utilisation and repairs
Budget Art. 225	Documentation and library
Budget Item 2250	Purchase of non-operational publications and subscriptions
Budget Item 2321	Exchange rate losses
Budget Item 2322	Other financial charges
Budget Art. 241	Telecommunications
Budget Item 2410	Subscriptions and fees
Budget Item 2411	Equipment
Budget Art. 300	Operational documentation
Budget Item 3000	Purchase of operational publications and subscriptions
Budget Art. 305	Meetings of the Advisory Forum
Budget Item 3050	Meetings of the Advisory Forum
Budget Chap. 4 1	Co-operation with other international institutions
Budget Art. 410	Co-operation with other international institutions
Budget Item 4100	World Bank
Budget Art. 411	Co-operation with other international institutions
Budget Item 4110	Swiss Agency for Development and Cooperation
Budget Chap. 4 4	Implementation of EU member states projects
Budget Art. 440	Projects related to bilateral agreement between EU member states and other countries
Budget Item 4400	Technical assistance
Budget Item 4401	"Italian Small and Medium Enterprises Programme for Albania" (ISMEPA)

Approval

The ETF's 2016 budget will enter into force once the Budget Authority adopts the General Budget of the European Union.

Item/Art.	Title	Budget 2016		Amending Budget 2 / 2015		Outturn 2014	
		COM	PAY	COM	PAY	COM	PAY

TITLE 1 European Union contribution

Chap.1 2	European Training Foundation (15.02.12, ex 15.02.27)	19 956 000.00	19 956 000.00	19 945 000.00	19 945 000.00	20 018 500.01	20 018 500.01
1 20	European Training Foundation	19 956 000.00	19 956 000.00	19 945 000.00	19 945 000.00	20 018 500.01	20 018 500.01
1 20 0	ETF - Subsidy	19 956 000.00	19 956 000.00	19 945 000.00	19 945 000.00	15 160 000.00	15 160 000.00
1 20 1	ETF - Subsidy under Titles 1 and 2					4 858 500.01	4 858 500.01
1 20 2	ETF - Subsidy under Title 3						
Chap.1 3	Union contribution from recovery of surplus from previous years	189 000.00	189 000.00	199 000.00	199 000.00	125 000.00	125 000.00
1 30	Union contribution from recovery of surplus from previous years	189 000.00	189 000.00	199 000.00	199 000.00	125 000.00	125 000.00
1 30 0	Contribution	189 000.00	189 000.00	199 000.00	199 000.00		
1 30 1	Contribution to Title 1 and 2						
1 30 2	Contribution to Title 3						
TITLE 1		TOTAL TITLE 1	20 145 000.00	20 145 000.00	20 144 000.00	20 143 500.01	20 143 500.01

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.	9 041.65	9 041.65	14 552.88	14 552.88
9 00	Miscellaneous revenue	p.m.	p.m.	9 041.65	9 041.65	14 552.88	14 552.88
9 00 0	Miscellaneous revenue	p.m.	p.m.	9 041.65	9 041.65	14 552.88	14 552.88
TITLE 9		TOTAL TITLE 9	p.m.	p.m.	9 041.65	9 041.65	14 552.88

TITLE 10 RESULTS EARLIER YEARS

Chap. 10 1	Results earlier years	p.m.	p.m.			-	-
10 11	Results earlier years	p.m.	p.m.			-	-
10 11 1	Result budget year -/- 1	p.m.	p.m.			-	-
TITLE 10		TOTAL TITLE 10	p.m.	p.m.		-	-

TOTAL ETF SUBVENTION REVENUE 20 145 000.00 20 145 000.00 20 153 041.65 20 153 041.65 20 158 052.89 20 158 052.89

Item/Art.	Title	Budget 2016		Amending Budget 2 / 2015		Outturn 2014	
		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	p.m.	p.m.	877 493.18	877 493.18	1 102 720.00	1 102 720.00
4 20	Projects related to agreements between European Commission and the Foundation	p.m.	p.m.			1 102 720.00	1 102 720.00
4 20 0	GEMM Project	p.m.	p.m.			952 520.00	952 520.00
4 20 1	FRAME Project	p.m.	p.m.			150 200.00	150 200.00
4 21	Financing earlier years	p.m.	p.m.	877 493.18	877 493.18	-	-
4 21 0	GEMM Project	p.m.	p.m.	790 599.96	790 599.96		
4 21 1	FRAME Project	p.m.	p.m.	86 893.22	86 893.22		
Chap. 4 3	Cooperation with Italian institutions	p.m.	p.m.			314.66	314.66
4 30	Cooperation with Italian institutions	p.m.	p.m.			314.66	314.66
4 30 0	Cooperation with Italian institutions	p.m.	p.m.			314.66	314.66
Chap. 4 9	Cooperation with Italian institutions - Financing earlier years	p.m.	p.m.	3 743.17	3 743.17		
4 90	Cooperation with Italian institutions - Financing earlier years	p.m.	p.m.	3 743.17	3 743.17	-	-
4 90 0	Cooperation with Italian institutions - Financing earlier years	p.m.	p.m.	3 743.17	3 743.17		
TITLE 4	TOTAL TITLE 4	p.m.	p.m.	881 236.35	881 236.35	1 103 034.66	1 103 034.66

TOTAL EARMARKED / PROJECT REVENUE	p.m.	p.m.	881 236.35	881 236.35	1 103 034.66	1 103 034.66
GRAND TOTAL	20 145 000.00	20 145 000.00	21 034 278.00	21 034 278.00	21 261 087.55	21 261 087.55

Item/Art.	Title	Budget 2016		Amending Budget 2 / 2015		Outturn 2014		Assumptions 2016
		COM	PAY	COM	PAY	COM	PAY	
TITLE 1 EXPENDITURE RELATING TO PERSONS WORKING WITH THE FOUNDATION								
Chap. 1 1 Staff in active employment		13 359 000.00	13 359 000.00	12 838 014.00	12 838 014.00	12 357 759.77	12 303 371.73	
Art. 110 Agents included in the workforce		10 712 000.00	10 712 000.00	9 733 802.00	9 733 802.00	9 587 457.68	9 580 671.78	
1 10 0 Temporary Agents		10 712 000.00	10 712 000.00	7 772 802.00	7 772 802.00	7 631 796.62	7 629 230.72	<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 European Communities (art. 20). As from 2016, 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 Temporary Agents (previously on budget lines 1101, 1102, 1130, 1131, 1132, 1140, 1141, 1181, 1182, 1183, 1184), as well as the possible modifications due to the weighting factor (1190) and salary adaptation (1191). Until 2016 this budget line was named "Basic Salary"</p> <p>Planning assumptions: The ETF establishment plan of 90 posts will be achieved from the beginning of 2016. No increase in weighting factor is expected for 2015 and only a very small increase (from 100.4 to 100.6) in 2016. The salary adaptation for 2015 is estimated at +1%, same for 2016. It is assumed that 1 FTE will not be paid linked to part-time arrangements</p>
1 10 1 Family allowances		-	-	953 000.00	953 000.00	923 518.08	919 298.08	<p>This budget line covered 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).</p> <p>Planning assumptions: As from 2016, this line will be integrated in budget line 1100</p>
1 10 2 Transfer and expatriation allowance		-	-	1 008 000.00	1 008 000.00	1 032 142.98	1 032 142.98	<p>This budget line covered 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).</p> <p>Planning assumptions: As from 2016, this line will be integrated in budget line 1100</p>
Art. 111 Other staff		2 250 000.00	2 250 000.00	1 952 000.00	1 952 000.00	1 807 297.37	1 807 035.27	
1 11 0 Contract agents		2 115 000.00	2 115 000.00	1 817 000.00	1 817 000.00	1 682 364.09	1 682 364.09	<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: From early 2016 until the end of the year, 40 contract agents will be employed, accounted for 39 full time equivalents due to part time arrangements.</p>
1 11 2 Local staff		135 000.00	135 000.00	135 000.00	135 000.00	124 933.28	124 671.18	<p>This budget line covers all salaries, allowances, social security and contributions for Local Agents.</p> <p>Planning assumptions: 2 Local Agents. Slight increase for expected salary adaptation for Local Agents based on historical trend., Service provided by an Italian labour law company for application of Italian legislation to Local Agents and preparation of salary related documentation.</p>
Art. 113 Insurance against sickness, accidents and occupational disease, unemployment insurance and maintenance of pension rights		-	-	414 000.00	414 000.00	419 733.96	419 733.96	
1 13 0 Insurance against sickness		-	-	267 000.00	267 000.00	274 778.65	274 778.65	<p>This budget line covered 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)</p> <p>Planning assumptions: As from 2016, this line will be integrated in budget line 1100</p>
1 13 1 Insurance against accidents and occupational disease		-	-	41 000.00	41 000.00	40 656.38	40 656.38	<p>This budget line covered 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)</p> <p>Planning assumptions: As from 2016, this line will be integrated in budget line 1100</p>
1 13 2 Unemployment insurance for temporary staff		-	-	106 000.00	106 000.00	104 298.93	104 298.93	<p>This budget line covered insurance against unemployment costs for Temporary Agents as per article 28a of the Conditions of Employment of Other Servants of the European Communities</p> <p>Planning assumptions: As from 2016, this line will be integrated in budget line 1100</p>
Art. 114 Sundry allowances		-	-	110 794.00	110 794.00	98 342.65	98 342.65	

Item/Art.	Title	Budget 2016		Amending Budget 2 / 2015		Outturn 2014		Assumptions 2016
		COM	PAY	COM	PAY	COM	PAY	
1 14 0	Birth and death allowance	-	-	794.00	794.00	396.62	396.62	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 budget line covered : - 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: As from 2016, this line will be integrated in budget line 1100
1 14 1	Annual travel costs from the place of employment to the place of origin	-	-	110 000.00	110 000.00	97 946.03	97 946.03	Staff Regulations of Officials of the European Communities, and in particular Art. 8 of Annex VII therefore applicable by analogy to Temporary Agents. This budget line covered 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: As from 2016, this line will be integrated in budget line 1100
Art. 117	Supplementary services	368 000.00	368 000.00	405 818.00	405 818.00	278 470.59	246 217.50	
1 17 2	Cost of organising traineeships with the Foundation	-	-	5 014.00	5 014.00	-	-	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: No internships are foreseen in 2016
1 17 7	Other services rendered and institutional audit services	368 000.00	368 000.00	400 804.00	400 804.00	278 470.59	246 217.50	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). 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 3 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 + associated cost for interim according to Italian Law., * Service providers (reception services)- calculation made on 250 days of service. * Relocation services for 4 newcomers. * HR consultancy and Job satisfaction survey & Followup
Art. 118	Recruitment and transformation costs	29 000.00	29 000.00	167 600.00	167 600.00	123 701.17	108 614.22	
1 18 0	Sundry recruitment expenses	29 000.00	29 000.00	22 600.00	22 600.00	42 387.87	39 958.12	Staff Regulations of Officials of the European Communities, 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) - pre-recruitment medical examinations. Planning assumptions: Average cost based on historical trend for up to 4 selection procedures planned with an average 5 candidates entitled to reimbursement per procedure. Travel/hotel cost for pre-recruitment medical check up (average cost Bruxelles/Luxembourg/Turin) and pre-recruitment medical check up costs.
1 18 1	Travelling expenses	-	-	7 000.00	7 000.00	1 268.01	1 268.01	Staff Regulation of Officials of the European Communities, and in particular Art. 71 thereof. This budget line covered travel expenses for staff members and their families when they start or end their service. Planning assumptions: As from 2016, this line will be integrated in budget line 1100

Item/Art.	Title	Budget 2016		Amending Budget 2 / 2015		Outturn 2014		Assumptions 2016	
		COM	PAY	COM	PAY	COM	PAY		
1 18 2	Installation allowance	-	-	82 000.00	82 000.00	36 120.26	36 120.26	Staff Regulations of Officials of the European Communities, and in particular Art. 5 and 6 of Annex VII thereof.	
								This budget line covered 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: As from 2016, this line will be integrated in budget line 1100	
1 18 3	Moving expenses	-	-	35 000.00	35 000.00	18 756.30	6 099.10	Staff Regulations of officials of the European Communities, and in particular Art. 20 and 71 thereof and Art. 9 of Annex VII thereof.	
								This budget line covered the removal expenses of a new staff entering the service as well as the expenses of members of staff leaving the ETF.	
								Planning assumptions: As from 2016, this line will be integrated in budget line 1100	
1 18 4	Temporary daily allowance	-	-	21 000.00	21 000.00	25 168.73	25 168.73	Staff Regulation of Officials of the European Communities, and in particular Art. 20 and 71 thereof and Art. 10 of Annex VII thereto.	
								This budget line covered 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: As from 2016, this line will be integrated in budget line 1100	
Art. 119	Weightings (Correction coefficients)	-	-	54 000.00	54 000.00	42 756.35	42 756.35		
1 19 0	Weightings (Correction coefficients)	-	-	54 000.00	54 000.00	42 756.35	42 756.35	Staff Regulations of Officials of the European Communities, and in particular Art. 64 and 65 and Art. 17 (3) of Annex VII thereof.	
								This budget line covered 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 covered the cost of weightings applied to any emoluments transferred to a country other than the country of employment.	
								Planning assumptions: As from 2016, this line will be integrated in budget line 1100	
1 19 1	Salarial adaptation	-	-	p.m.	p.m.	-	-	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 budget line covered the costs of any adjustments to remuneration approved by the Council during the financial year.	
								Planning assumptions: As from 2016, this line will be integrated in budget line 1100	
Chap. 1 3 Missions and travel		150 000.00	150 000.00	129 000.00	129 000.00	112 808.83	59 522.93		
Art. 130	Mission and travel expenses	150 000.00	150 000.00	129 000.00	129 000.00	112 808.83	59 522.93		
1 30 0	Mission and travel expenses	150 000.00	150 000.00	129 000.00	129 000.00	112 808.83	59 522.93	Staff Regulations of Officials of the European Communities, and in particular Art. 11 to 13 of Annex VII thereof.	
								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 European Communities.	
								Planning assumptions: administrative missions linked to governance, learning and development	
Chap. 1 4 Socio-medical infrastructure		310 000.00	310 000.00	297 000.00	297 000.00	313 005.65	230 543.29		
Art. 143	Medical service	35 000.00	35 000.00	32 000.00	32 000.00	24 207.25	10 903.61		
1 43 0	Medical service	35 000.00	35 000.00	32 000.00	32 000.00	24 207.25	10 903.61	Staff Regulations of Officials of the European Communities, and in particular Art. 59 and Art. 8 of Annex II thereof.	
								This budget line covers 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: annual medical check up visits (average cost for 90 visits), ETF medical advisor visits and consultancy cost, including mission cost when representing the ETF at the Inter-institutional Medical College, Medical supplies and medicines, or other medical services. Psychosocial support to staff and other initiatives.	
Art. 144	Internal training	250 000.00	250 000.00	240 000.00	240 000.00	225 069.37	158 210.65		

Item/Art.	Title	Budget 2016		Amending Budget 2 / 2015		Outturn 2014		Assumptions 2016	
		COM	PAY	COM	PAY	COM	PAY		
1 44 0	Internal training	250 000.00	250 000.00	240 000.00	240 000.00	225 069.37	158 210.65	Staff Regulations of Officials of the European Communities, and in particular Art. 24 (3) thereof.	
								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.	
Art. 149	Other interventions	25 000.00	25 000.00	25 000.00	25 000.00	63 729.03	61 429.03	Planning assumptions: This appropriation correspond to expected needs at corporate level including follow-up of Staff survey of 2015, 360° and personal development plan for managers, strategic project leaders (SPLs) and Coordinators, individual training requests, LTR as well as corporate and team activities;	
1 49 0	Other interventions	25 000.00	25 000.00	25 000.00	25 000.00	63 729.03	61 429.03	This budget line covers amongst other social events and institutional well being programmes that the ETF is putting in place.	
Chap. 1 5	Staff exchanges between the ETF and the public sector	40 000.00	40 000.00	p.m.	p.m.	-	-	Planning assumptions: Social/well being activities and services such as ETF Christmas events, canteen/coffee services, other social events, cost for canteen.	
Art. 152	Staff exchanges between the ETF and the public sector	40 000.00	40 000.00	p.m.	p.m.	-	-		
1 52 0	National experts seconded	40 000.00	40 000.00	p.m.	p.m.	-	-	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.	
Chap. 1 7	Entertainment and representation expenses	8 400.00	8 400.00	12 000.00	12 000.00	11 815.53	11 815.53	Planning assumptions: Cost estimated for 1 Seconded National Expert for half of the year	
Art. 170	Entertainment and representation expenses	8 400.00	8 400.00	12 000.00	12 000.00	11 815.53	11 815.53		
1 70 0	Entertainment and representation expenses	8 400.00	8 400.00	12 000.00	12 000.00	11 815.53	11 815.53	This chapter covers expenses linked to hospitality costs for guests (e.g. lunches, dinners, etc.).	
TITLE 1	TOTAL TITLE 1	13 867 400.00	13 867 400.00	13 276 014.00	13 276 014.00	12 795 389.78	12 605 253.48	Planning assumptions: representation costs including catering expenses, local transport costs and small gifts authorised by the Director and representation costs linked to the end of the year activities	

TITLE 2 BUILDING, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE

Chap. 2 0	Investments in immovable property, rental of buildings and associated	617 600.00	617 600.00	688 375.65	688 375.65	550 189.73	497 582.10		
Art. 200	Rentals	14 501.00	14 501.00	14 501.00	14 501.00	11 666.63	11 666.63		
2 00 0	Rentals	14 501.00	14 501.00	14 501.00	14 501.00	11 666.63	11 666.63	This budget line covers property rental	
Art. 201	Insurance	-	-	-	-	-	-		
2 01 0	Insurance	-	-	-	-	-	-		
Art. 202	Water, gas, electricity and heating	143 742.00	143 742.00	146 900.00	146 900.00	146 850.00	146 842.47		
2 02 0	Water, gas, electricity and heating	143 742.00	143 742.00	146 900.00	146 900.00	146 850.00	146 842.47	This budget line covers utilities (water, gas, electricity and heating).	
Art. 203	Cleaning and maintenance	227 050.00	227 050.00	228 000.00	228 000.00	202 890.07	175 884.97	Planning assumptions: based on current expenditure trend and Villa Gualino forecast, with an indexation of 3% due to general increase in costs.	

Item/Art.	Title	Budget 2016		Amending Budget 2 / 2015		Outturn 2014		Assumptions 2016	
		COM	PAY	COM	PAY	COM	PAY		
2 03 0	Cleaning and maintenance	227 050.00	227 050.00	228 000.00	228 000.00	202 890.07	175 884.97	<p>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.</p> <p>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.</p> <p>Planning assumptions: Charge locative for office in Bruxelles /Joseph II (€5,400 including indexation); Cleaning services as per current contract, including extraordinary maintenance, (€100,000) Costs reimbursements to Regione Piemonte for Villa Gualino (€35,000) Management of technological systems (€55,000) Green plants maintenance (€1650) Extraordinary works linked to management of technological system (€30,000)</p>	
Art. 204	<i>Furnishing of premises</i>	65 000.00	65 000.00	46 617.65	46 617.65	17 005.00	9 221.00	<p>This budget line covers 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: Building graphics, painting (€15,000) ETF's contribution to extraordinary maintenance (€50,000)</p> <p>Priorities not covered: Painting of additional offices (€3,000)</p>	
2 04 0	Furnishing of premises	65 000.00	65 000.00	46 617.65	46 617.65	17 005.00	9 221.00	<p>This budget line covers 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: Building graphics, painting (€15,000) ETF's contribution to extraordinary maintenance (€50,000)</p> <p>Priorities not covered: Painting of additional offices (€3,000)</p>	
Art. 205	<i>Security and surveillance</i>	128 007.00	128 007.00	181 057.00	181 057.00	114 386.86	101 299.86	<p>This budget line covers 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: On Site Surveillance services (€80,000), inspections and radiosurveillance (€35,000), RSPP services as per current contract rates (€8,000). New solution for ETF's Access control system (€5,007).</p> <p>Priorities not covered: Better option for ETF's access control system (€1,000)</p>	
2 05 0	Security and surveillance	128 007.00	128 007.00	181 057.00	181 057.00	114 386.86	101 299.86	<p>This budget line covers 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: On Site Surveillance services (€80,000), inspections and radiosurveillance (€35,000), RSPP services as per current contract rates (€8,000). New solution for ETF's Access control system (€5,007).</p> <p>Priorities not covered: Better option for ETF's access control system (€1,000)</p>	
Art. 209	<i>Other expenditure on buildings</i>	39 300.00	39 300.00	71 300.00	71 300.00	57 391.17	52 667.17	<p>This budget line covers 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: Garbage taxes to Turin municipality (€38,000), Insurance reimbursement to Villa Gualino (€1,300) Priorities not covered: Consultancy on the building (to follow up extraordinary maintenance works to technological systems and building the Regione Piemonte will perform under the new contract)</p>	
2 09 0	Other expenditure on buildings	39 300.00	39 300.00	71 300.00	71 300.00	57 391.17	52 667.17	<p>This budget line covers 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: Garbage taxes to Turin municipality (€38,000), Insurance reimbursement to Villa Gualino (€1,300) Priorities not covered: Consultancy on the building (to follow up extraordinary maintenance works to technological systems and building the Regione Piemonte will perform under the new contract)</p>	
Chap. 2 1 Information & Communication Technology		675 200.00	675 200.00	934 152.00	934 152.00	769 610.75	481 300.38	<p>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.</p> <p>Planning assumptions: Maintenance (€38,000) and replacement (€52,000) of ICT infrastructure, server hardware, storage devices, printers, firewalls. Expenses for toner, back-up media, network infrastructure improvements (wifi and wired).</p> <p>Priorities not covered: up to €75,000 would be needed to allow all replacement and improvement needs.</p>	
Art. 210	<i>ICT expenditure</i>	555 300.00	555 300.00	770 702.00	770 702.00	632 885.48	393 751.28	<p>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.</p> <p>Planning assumptions: Maintenance (€38,000) and replacement (€52,000) of ICT infrastructure, server hardware, storage devices, printers, firewalls. Expenses for toner, back-up media, network infrastructure improvements (wifi and wired).</p> <p>Priorities not covered: up to €75,000 would be needed to allow all replacement and improvement needs.</p>	
2 10 0	ICT hardware	118 000.00	118 000.00	188 799.00	188 799.00	148 596.42	55 853.22	<p>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.</p> <p>Planning assumptions: Maintenance (€38,000) and replacement (€52,000) of ICT infrastructure, server hardware, storage devices, printers, firewalls. Expenses for toner, back-up media, network infrastructure improvements (wifi and wired).</p> <p>Priorities not covered: up to €75,000 would be needed to allow all replacement and improvement needs.</p>	

Item/Art.	Title	Budget 2016		Amending Budget 2 / 2015		Outturn 2014		Assumptions 2016	
		COM	PAY	COM	PAY	COM	PAY		
2 10 1	Software acquisition, maintenance and development	269 700.00	269 700.00	413 450.00	413 450.00	375 467.84	229 076.84	<p>This budget line covers the purchase of standard software applications, its maintenance and the development of software systems.</p> <p>Planning assumptions: Support service intranet, Enhance Intranet functionality, Enhance functionality of IBM Connection Extranet, Enhance Allegro functionality , Project management system, ALLEGRO Maintenance, Migration e-mail to MS Exchange Outlook, licences and maintenance fees, Continuation of deployment of Sharepoint as corporate document and knowledge management system, integration with ETF Microsoft environment (e.g. Office, Project, Exchange)environment, Maintenance of corporate IBM Notes based systems such as TRAMS, Dashboard, Timerecording etc and their integration with other corporate systems such as ALLEGRO, ABAC</p> <p>Priorities not covered: up to €37950 additional would be needed to cover all enhancements and developments currently needed.</p>	
2 10 3	Telecoms costs	167 600.00	167 600.00	168 453.00	168 453.00	108 821.22	108 821.22	<p>This budget line covers the fixed costs of subscriptions, communication costs and internet service fees.</p> <p>Planning assumptions: Fixed and mobile telephony consumption charges, telecommunication services, internet, phones and videoconference maintenance</p>	
2 10 5	European Commission IT systems	119 900.00	119 900.00	163 450.00	163 450.00	136 725.27	87 549.10	<p>This budget line covers expenses relating the the use of EC distributed systems</p> <p>Planning assumptions: ABAC annual fee, ABAC Asset annual fee, ABAC Hosting fees, ABAC e-invoicing, Testa-ng , SYSPER implementation costs.</p>	
Chap. 22 Movable property and associated		87 100.00	87 100.00	102 650.00	102 650.00	561 846.62	184 560.12		
Art. 220	Technical installations and office equipment	67 100.00	67 100.00	71 600.00	71 600.00	23 002.00	18 761.20		
2 20 0	Technical installations and office equipment	67 100.00	67 100.00	71 600.00	71 600.00	23 002.00	18 761.20	<p>This budget line covers the purchase of technical and office equipment, especially audiovisual, copying, archiving and interpretation equipment.</p> <p>This budget line is also used for the general replacement of old office equipment such as faxes, binding machines etc.</p> <p>Planning assumptions: Rental of black&white and colour copy/printing facilities (€65.000) , rental of water dispensers (€1.100)</p>	
Art. 221	Furniture	20 000.00	20 000.00	31 050.00	31 050.00	538 844.62	165 798.92		
2 21 0	Purchase	20 000.00	20 000.00	31 050.00	31 050.00	538 844.62	165 798.92	<p>This budget line covers the purchase of new furniture.</p> <p>Planning assumptions: Replacement of obsolete office furniture and related items, including ergonomics</p>	
Chap. 23 Current administrative expenditure		83 000.00	83 000.00	103 450.00	103 450.00	87 014.58	54 820.76		
Art. 230	Stationery and office supplies	43 000.00	43 000.00	60 000.00	60 000.00	60 259.33	35 756.42		
2 30 0	Stationery and office supplies	43 000.00	43 000.00	60 000.00	60 000.00	60 259.33	35 756.42	<p>Office supplies, normal and headed paper, envelopes, business cards, etc. as well as promotional material (pens, bags, mouse mats)</p> <p>Planning assumptions: Normal and branded stationery , headed paper, envelopes, business cards, etc., promotional material (pens, bags, mouse mats, etc.) used for meetings and visitors.</p>	
Art. 232	Financial charges	2 000.00	2 000.00	2 000.00	2 000.00	500.00	74.23		
2 32 0	Miscellaneous Financial expenditure	2 000.00	2 000.00	2 000.00	2 000.00	500.00	74.23	<p>This budget line covers bank charges and other financial charges as well as damages and interest.</p> <p>Planning assumptions: Miscellaneous financial expenditure (covers bank charges)</p>	
Art. 233	Legal expenses	10 000.00	10 000.00	10 000.00	10 000.00	9 908.86	5 447.36		
2 33 0	Legal expenses	10 000.00	10 000.00	10 000.00	10 000.00	9 908.86	5 447.36	<p>This budget line covers</p> <ul style="list-style-type: none"> * general legal expenses, * trial expenses, * external lawyers' expenses. <p>Planning assumptions: Legal services - reserve for external legal advice</p>	
Art. 235	Other operating expenditure	23 500.00	23 500.00	26 950.00	26 950.00	14 763.72	12 660.08		
2 35 0	Miscellaneous insurance	18 500.00	18 500.00	18 450.00	18 450.00	10 750.00	9 483.02	<p>This budget line covers sundry insurance expenses (notably civil liability, insurance against theft, insurance for computer equipment and cabling; for the safes and contents).</p> <p>Planning assumptions: Accident insurance VANBREDA, Civil Liability MARSH , Theft and robbery Unipol , Colletive insurance versus accidents for non statutory (VanBreda), Fire, ARD and electronic insurance UNIPOL , reserve for reconciliation</p>	

Item/Art.	Title	Budget 2016		Amending Budget 2 / 2015		Outturn 2014		Assumptions 2016	
		COM	PAY	COM	PAY	COM	PAY		
2 35 2	Miscellaneous expenditure on internal meetings	p.m.	p.m.	5 000.00	5 000.00	847.80	847.80	This budget line covers expenditure related to internal ETF meetings (coffee, tea, water). Expenditure (coffee, tea, water) related to internal meetings for training and recruitment procedures will be covered by BL 1440 and BL 1180 respectively.	
2 35 5	Petty expenses	5 000.00	5 000.00	3 500.00	3 500.00	3 165.92	2 329.26	This budget line covers other operating expenditure for which no special provision is made (e.g. broken windows/doors, flooding, plumber, change of locks, etc.).	
<i>Art. 236 Publications</i>		4 500.00	4 500.00	4 500.00	4 500.00	1 582.67	882.67	Planning assumptions: Imprest Account for petty expenses, Urgent expenses Staff on Duty	
2 36 0	Publications	4 500.00	4 500.00	4 500.00	4 500.00	1 582.67	882.67	This budget line covers the cost of legal documents, which the ETF is obliged to publish (budget, invitations to tender, etc.).	
Chap. 2 4 Post and telecommunications		26 200.00	26 200.00	31 000.00	31 000.00	23 415.00	20 424.44	Planning assumptions: Publication of the ETF budget and related documents in the Official Journal	
<i>Art. 240 Correspondence and courier</i>		26 200.00	26 200.00	31 000.00	31 000.00	23 415.00	20 424.44		
2 40 0	Correspondence and courier expenses	26 200.00	26 200.00	31 000.00	31 000.00	23 415.00	20 424.44	This budget line covers correspondence and courier expenses, including the dispatching of parcels by post.	
Chap. 2 5 Meetings and associated costs		100 000.00	100 000.00	100 000.00	100 000.00	97 802.18	94 422.77	Planning assumptions: DHL - Estimation based on previous year (€25,000), Purchase of stamps,Imprest Account for mailing (€1,200)	
<i>Art. 250 Meetings and associated costs</i>		100 000.00	100 000.00	100 000.00	100 000.00	97 802.18	94 422.77		
2 50 0	Meetings expenses in general	100 000.00	100 000.00	100 000.00	100 000.00	97 802.18	94 422.77	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	1 589 100.00	1 589 100.00	1 959 627.65	1 959 627.65	2 089 878.86	1 333 110.57	Planning assumptions: First GB meeting, Turin, 1 day, 50 participants, Second GB meeting, Turin, 1 days, 50 participants	

TITLE 3 EXPENSES RELATING TO PERFORMANCE OF SPECIFIC MISSIONS									
Chap. 3 0 Operational expenses		569 500.00		569 500.00		497 500.00		497 500.00	
<i>Art. 301 Publicising of information</i>		384 500.00	384 500.00	292 500.00	292 500.00	801 836.37	784 067.02	953 237.37	966 572.29
3 01 0	General publications	384 500.00	384 500.00	292 500.00	292 500.00	801 836.37	784 067.02	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.	
<i>Art. 303 Professional memberships and fees</i>		5 000.00	5 000.00	5 000.00	5 000.00	2 525.00	2 192.27	Planning assumptions: DIGITAL MEDIA: Continued work on building social media networks, website upgrade and maintenance (€170,000) EXTERNAL COMMUNICATION: Ongoing corporate media and audiovisual activities (€110,000) INTERNAL COMMUNICATION: small budget for miscellaneous internal communication activities (€4,500) PUBLICATIONS: publications and other content production (films, online presentations, publications, Live and Learn magazine, templates, quality through the editorial board) (€100,000)	
3 03 0	Professional memberships and fees	5 000.00	5 000.00	5 000.00	5 000.00	2 525.00	2 192.27	This budget line covers the costs associated with professional memberships and fees.	
<i>Art. 304 Translation costs</i>		180 000.00	180 000.00	200 000.00	200 000.00	148 876.00	180 313.00	148 876.00	180 313.00
3 04 0	Translation costs	180 000.00	180 000.00	200 000.00	200 000.00	This budget line covers translation costs for corporate documents unrelated to specific operational activities.		Planning assumptions: Translations for corporate documents, based on previous years.	
Chap. 3 1 Priority actions : Work programme activities		3 358 000.00	3 358 000.00	3 682 200.00	3 682 200.00	3 549 088.61	3 478 923.52		
<i>Art. 310 Priority actions : Work programme activities</i>		3 138 000.00	3 138 000.00	3 372 200.00	2 005 576.81	-			

Item/Art.	Title	Budget 2016		Amending Budget 2 / 2015		Outturn 2014		Assumptions 2016	
		COM	PAY	COM	PAY	COM	PAY		
3 10 0	Strategic Projects	3 138 000.00	3 138 000.00	3 372 200.00	2 005 576.81			This budget line covers costs associated with the implementation of the strategic projects, as described in the work programme.	
Art. 314	<i>Projects to support strengthening knowledge and systems</i>	220 000.00	220 000.00	310 000.00	310 000.00	232 997.59	217 235.29	<p>Planning assumptions: The strategic projects of ETF are focused on the following thematic areas:</p> <ul style="list-style-type: none"> • Support to the EU policy and external assistance (IPA, ENI-South, ENI-East, DCI) • Torino Process • Qualifications • VET governance • VET provision and quality • Employment and employability • Entrepreneurial learning and enterprise skills <p>More details can be found in the work programme.</p>	
3 14 0	Projects to support strengthening knowledge and systems	220 000.00	220 000.00	310 000.00	310 000.00	232 997.59	217 235.29	<p>This budget line covers expenditure related to evaluation and audit. The ETF has established a benchmark of 7.5% of Chapter 31 appropriations for its quality control activities. 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, Knowledge management. More details are in the work programme.</p>	
Art. 315	<i>Projects in support of EU's External Assistance in the Neighbourhood</i>	p.m.	p.m.	p.m.	652 390.07	1 407 636.21	1 232 444.85	<p>This budget line 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 - SEMED and Eastern Europe). The budget line includes operational costs as well as associated publication and translation costs. Details on the projects can be found in the Work Programme</p> <p>Planning assumptions: as from 2015, all project activities are grouped under BL3100, payment appropriation will be made available for activities committed previously.</p>	
3 15 0	Projects in support of EU's External Assistance in the Neighbourhood area	p.m.	p.m.	p.m.	652 390.07	1 407 636.21	1 232 444.85	<p>This budget line covers the costs of the ETF's contribution to the EU enlargement process (IPA / SEET) 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. Details on the projects can be found in the Work Programme</p> <p>Planning assumptions: as from 2015, all project activities are grouped under BL3100, payment appropriation will be made available for activities committed previously.</p>	
Art. 316	<i>Projects in support of EU's External Assistance in the Enlargement area</i>	p.m.	p.m.	p.m.	338 095.51	765 082.52	737 733.02	<p>This budget line covers the costs of the ETF's contribution to the EU enlargement process (IPA / SEET) 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. Details on the projects can be found in the Work Programme</p> <p>Planning assumptions: as from 2015, all project activities are grouped under BL3100, payment appropriation will be made available for activities committed previously.</p>	
3 16 0	Projects in support of EU's External Assistance in the Enlargement area	p.m.	p.m.	p.m.	338 095.51	765 082.52	737 733.02	<p>This budget line covers the costs of the ETF's contribution to the EU enlargement process (IPA / SEET) 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. Details on the projects can be found in the Work Programme</p> <p>Planning assumptions: as from 2015, all project activities are grouped under BL3100, payment appropriation will be made available for activities committed previously.</p>	
Art. 317	<i>Projects in support of EU's External Assistance in the Development Co-operation instrument</i>	p.m.	p.m.	p.m.	106 418.51	355 026.48	434 951.19	<p>This budget line covers the costs of the ETF's contribution to human resources development in developing countries (DCI / CA). The budget line includes operational costs as well as associated publication and translation costs. Details on the projects can be found in the Work Programme</p> <p>Planning assumptions: as from 2015, all project activities are grouped under BL3100, payment appropriation will be made available for activities committed previously.</p>	
3 17 0	Projects in support of EU's External Assistance in the Development Co-operation instrument	p.m.	p.m.	p.m.	106 418.51	355 026.48	434 951.19	<p>This budget line covers the costs of the ETF's contribution to human resources development in developing countries (DCI / CA). The budget line includes operational costs as well as associated publication and translation costs. Details on the projects can be found in the Work Programme</p> <p>Planning assumptions: as from 2015, all project activities are grouped under BL3100, payment appropriation will be made available for activities committed previously.</p>	
Art. 318	<i>Projects: Thematic expertise development</i>	p.m.	p.m.	p.m.	269 719.10	788 345.81	856 559.17	<p>This budget line covers the costs of support to the European Commission and partner country policy development through Thematic expertise development (TED). The budget line includes operational costs as well as associated publication and translation costs. Details on the projects can be found in the Work Programme</p> <p>Planning assumptions: as from 2015, all project activities are grouped under BL3100, payment appropriation will be made available for activities committed previously.</p>	
3 18 0	Projects in Thematic expertise development	p.m.	p.m.	p.m.	162 512.40	453 450.00	507 421.80	<p>This budget line covers the costs of support to the European Commission and partner country policy development through Thematic expertise development (TED). The budget line includes operational costs as well as associated publication and translation costs. Details on the projects can be found in the Work Programme</p> <p>Planning assumptions: as from 2015, all project activities are grouped under BL3100, payment appropriation will be made available for activities committed previously.</p>	
Art. 319	<i>Projects: Evidence based policy making</i>	p.m.	p.m.	p.m.	107 206.70	334 895.81	349 137.37	<p>This budget line covers the costs of support to the European Commission and partner country policy development through Thematic expertise development (TED). The budget line includes operational costs as well as associated publication and translation costs. Details on the projects can be found in the Work Programme</p> <p>Planning assumptions: as from 2015, all project activities are grouped under BL3100, payment appropriation will be made available for activities committed previously.</p>	

Item/Art.	Title	Budget 2016		Amending Budget 2 / 2015		Outturn 2014		Assumptions 2016
		COM	PAY	COM	PAY	COM	PAY	
3 19 0	Projects in Evidence based policy making	p.m.	p.m.	p.m.	107 206.70	334 895.81	349 137.37	This budget line covers the costs of support to the European Commission and partner country policy development through evidence based policy making (EBPM). The budget line includes operational costs as well as associated publication and translation costs. Details on the projects can be found in the Work Programme
Chap. 3 2 Operational Missions		761 000.00	761 000.00	737 700.00	737 700.00	750 000.00	726 906.26	Planning assumptions: as from 2015, all project activities are grouped under BL3100, payment appropriation will be made available for activities committed previously.
<i>Art. 320 Operational Missions</i>		<i>761 000.00</i>	<i>761 000.00</i>	<i>737 700.00</i>	<i>737 700.00</i>	<i>750 000.00</i>	<i>726 906.26</i>	
3 20 0	Operational Missions	761 000.00	761 000.00	737 700.00	737 700.00	750 000.00	726 906.26	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 European Communities.
TITLE 3	TOTAL TITLE 3	4 688 500.00	4 688 500.00	4 917 400.00	4 917 400.00	5 252 325.98	5 172 402.07	Planning assumptions: Operational Missions to support the implementation of the strategic projects

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>	<i>p.m.</i>	<i>p.m.</i>	<i>p.m.</i>	<i>p.m.</i>	<i>-</i>	<i>-</i>		
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>	<i>p.m.</i>	<i>p.m.</i>	<i>p.m.</i>	<i>p.m.</i>	<i>-</i>	<i>-</i>		
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.		
<i>10 10 Results earlier years</i>	<i>p.m.</i>	<i>p.m.</i>	<i>p.m.</i>	<i>p.m.</i>	<i>p.m.</i>	<i>p.m.</i>		
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	20 145 000.00	20 145 000.00	20 153 041.65	20 153 041.65	20 137 594.62	19 110 766.12		

TITLE 4 Cooperation with other organisations (Earmarked expenditure)

Chap. 4 2 Co-operation with other European institutions and other bodies	p.m.	p.m.	877 493.18	877 493.18	1 969 789.68	1 486 245.45		
<i>Art. 420 Projects related to agreements between European Commission and the Foundation</i>	<i>p.m.</i>	<i>p.m.</i>	<i>877 493.18</i>	<i>877 493.18</i>	<i>1 969 789.68</i>	<i>1 486 245.45</i>		
4 20 0	GEMM Project	p.m.	p.m.	790 599.96	790 599.96	1 034 974.18	634 583.44	Planning assumptions: The ETF has received all funds for the Governance for Employability in the Mediterranean project (GEMM). The project has a total budget of €3 130 000 (out of which the ETF's contribution is €1 130 000). In 2016 there will be the last activities and closing of the project.

Item/Art.	Title	Budget 2016		Amending Budget 2 / 2015		Outturn 2014		Assumptions 2016	
		COM	PAY	COM	PAY	COM	PAY		
4 20 1	FRAME Project	p.m.	p.m.	86 893.22	86 893.22	934 815.50	851 662.01	Planning assumptions: The ETF has received in 2013 and 2014 from DG Enlargement the €1 400 000 planned for the Frame Skills for the Future (FRAME) project, to be implemented during 2013-2014. All activities are planned to be finalised in 2014 and last payments, reporting and audit were in 2015. The project is finalised.	
Chap. 4 3	Co-operation with national institutions	p.m.	p.m.	3 743.17	3 743.17	24 996.88	21 253.71		
Art. 430	Co-operation with Italian institutions	p.m.	p.m.	3 743.17	3 743.17	24 996.88	21 253.71	Planning assumptions: Residual funding from the Italian Ministry of Foreign Affairs to support the finalisation and payment of ETF's agreed activities in Lebanon. All planned activities have been completed, no further funds nor activities are expected under this co-operation.	
4 30 0	Cooperation with Italian institutions	p.m.	p.m.	3 743.17	3 743.17	24 996.88	21 253.71		
TITLE 4	TOTAL TITLE 4	p.m.	p.m.	881 236.35	881 236.35	1 994 786.56	1 507 499.16		
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TOTAL ETF EARMARKED EXPENDITURE		p.m.	p.m.	881 236.35	881 236.35	1 994 786.56	1 507 499.16		
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GRAND TOTAL EXPENDITURE		20 145 000.00	20 145 000.00	21 034 278.00	21 034 278.00	22 132 381.18	20 618 265.28		
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**European Training Foundation
Budget 2016
ESTABLISHMENT PLAN**

GB/15/DEC/014

Grade	2016		2015		2014	
	Authorised posts		Authorised posts		Actual on 31 Dec 2014	
	Permanent	Temp.	Permanent	Temp.	Permanent	Temp.
AD 16						
AD 15						
AD 14		1		1		1
AD 13		6		6		
AD 12		13		12		10
AD 11		9		8		8
AD 10		6		4		5
AD 9		12		12		13
AD 8		7		8		5
AD 7		5		9		15
AD 6						1
AD 5						1
<i>Sub-total AD</i>	0	59	0	60	0	59
AST 11		2				
AST 10		4		4		2
AST 9		9		9		7
AST 8		6		6		5
AST 7		4		4		4
AST 6		4		4		4
AST 5		2		5		3
AST 4						3
AST 3						5
AST 2						
AST 1						
<i>Sub-total AST</i>		31		32		33
Total	0	90	0	92	0	92

**European Training Foundation
Budget 2016
Payment Schedule**

GB/15/DEC/014

Chapter 3 0

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

Commitments	Payments	
	2016	2017
Pre-2016 commitments still outstanding	219 000	219 000
Appropriations 2016	569 500	350 500
Total	788 500	569 500
		219 000

Chapter 3 1

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

Commitments	Payments	
	2016	2017
Pre-2016 commitments still outstanding	1 380 000	1 380 000
Appropriations 2016	3 358 000	1 978 000
Total	4 738 000	3 358 000
		1 380 000

Chapter 3 2

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

Commitments	Payments	
	2016	2017
Pre-2016 commitments still outstanding	180 000	180 000
Appropriations 2016	761 000	581 000
Total	941 000	761 000
		180 000