

## **EXPLANATORY NOTE to the ESI BUDGET**

**Period: September 2010 – August 2013**

The budget of the European Studies Institute (ESI) for the period of 2010-2013 academic years is €5 987 094 and it is based on the budget 2010-2011 (€1 995 698) multiplied by three. The new activities suggested by the Working Group (WG) on Strategy, acting upon mandate of the Board, are introduced already in 2010-2011 and consequently the budgets 2011-2012 and 2012-2013 will require only very few changes at a later stage.

The budget 2010-2011 forecast is based on current expenses plus costs of new activities (€ 417 081.16) calculated by the WGs on the ESI strategy and the ESI editorial policy and visibility established upon the mandate of the Governing Board.

The current budget includes the following budget headings:

*Section 1, Human Resources* - Total direct expenses: €1 266 546.

The costs include salaries of local staff (€802 130), salaries of expatriate staff (€134 415) and per diems for all missions in Russia and abroad during one year (€330 000). A new, 3<sup>rd</sup> EU vice director shall be recruited. The corresponding expenses will amount € 71 013.38 (monthly salary, living expenses and 3 flights to his/her country of origin).

The number of days in the framework of missions abroad of the ESI staff has been decreased from 30 to 24 for Belgium, from 20 to 13 for France, Austria, the Netherlands etc., from 20 to 3 for Spain and the UK. Should the ESI get revenues from other sources (tuition fees, etc.) or obtain savings from different budget lines; the number of days shall be increased.

*Section 2, Travel* - Total direct expenses: €137 200.

The costs include flights of expatriate and local staff assigned to the action, the ESI students (training programmes in Austria, Belgium and a country of the EU Presidency) as well as flights of the Governing Board members. The unit travel cost for a round trip has been decreased from € 700 to €600 for expatriate staff and from €700 to €500 for flights of the ESI students and local staff based on the experience with tickets prices. The number of flights shall be increased if the ESI accumulates additional sources of funding, gets profit or if savings occur.

*Section 3, Equipment and Supplies* - Total direct expenses: €35 000.

€9 000 for maintenance of the car - the costs have been decreased from €10 000 to €9 000

€20 000 for small furniture and computer hard- and software – the costs have been increased from € 10 000 to € 20 000 taking into account that the decision of the ESI Committee on editorial policy and visibility.

€6 000 for purchase of books, manuals, etc.

Spending on equipment and supplies may be increased if the ESI accumulates additional sources of funding, gets profit or if savings occur.

*Section 4, Local office Costs* - Total direct expenses: €98 944

The costs of heating, electricity, water and security have been increased by €2 500 each taking into account at least the increases of communal services tariffs in Russia in previous years. At the same time costs of communication have been decreased from €23 323, 60 to €9 000 per year on the basis of the expenditures during the previous period and ability to make savings.

*Section 5, Other Costs (publications and visibility)* - Total direct expenses: €395 348

The costs under this section include subscription to foreign editions (€ 30 000), publishing of manuals, working papers, etc. (€60 000), auditing costs (€14 000). Costs of conferences and seminars organized by the ESI as well as registration fees for the ESI staff participation in

conferences are also included in this section and amount for €129 000 and this is slightly more in comparison with €112 992 allocated in 2009-2010. The expenses on visibility actions have been increased by €50 000 and this amount is allocated to developing the Alumni Association.

- *Section 6, Other*

As a special section is not foreseen in the budget for the ESI research activity thus expenditures on fellowships for young researchers are reflected in this section and amount to €45 000.

For more detailed costs, please, see charts 1, 2, and 3.

If looking at a type of activity, the ESI budget main expenditures are:

- ESI permanent staff: ~ €483 500
- Master's Programme: ~ €354 715
- Summer Training Sessions Abroad: ~ €240 980
- Publications and visibility: ~ €144 00
- Regional Strategy: ~ €100 800

All the other activities have each one a cost below €100 000.

The 3 year budget is a provisional one. Every year the ESI administration will submit a budget for the next academic year for the Board's approval. In the same way the Board shall approve the budget expenses of the previous year.

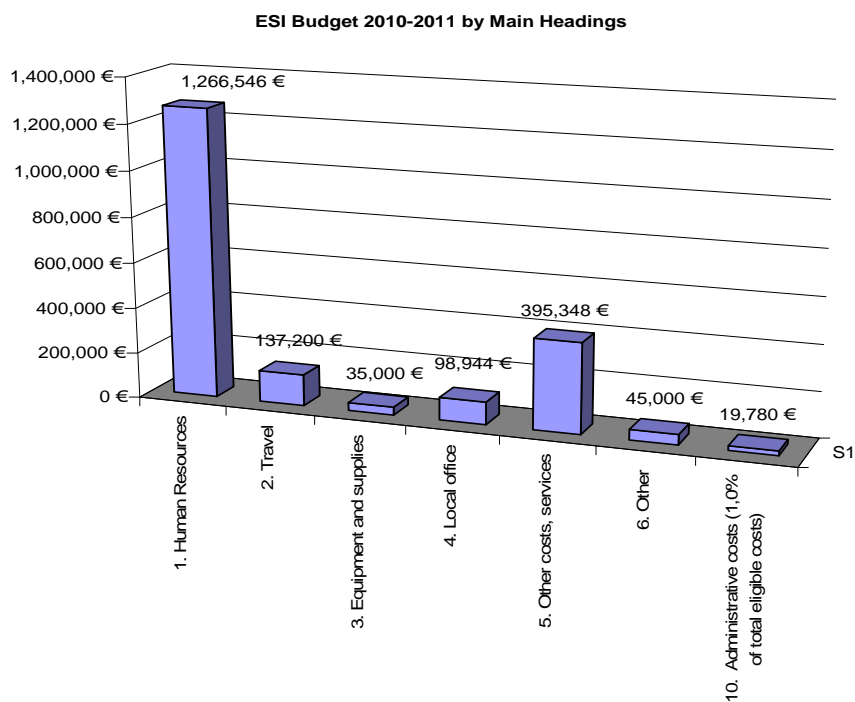
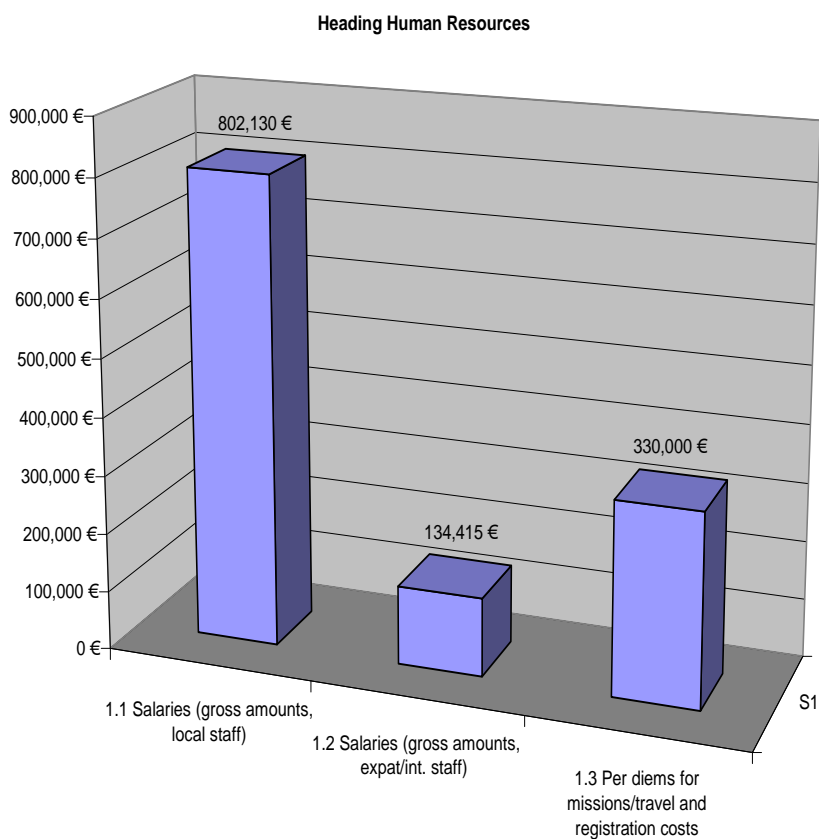


Chart 2



ESI Budget by type of activity

Chart 3

