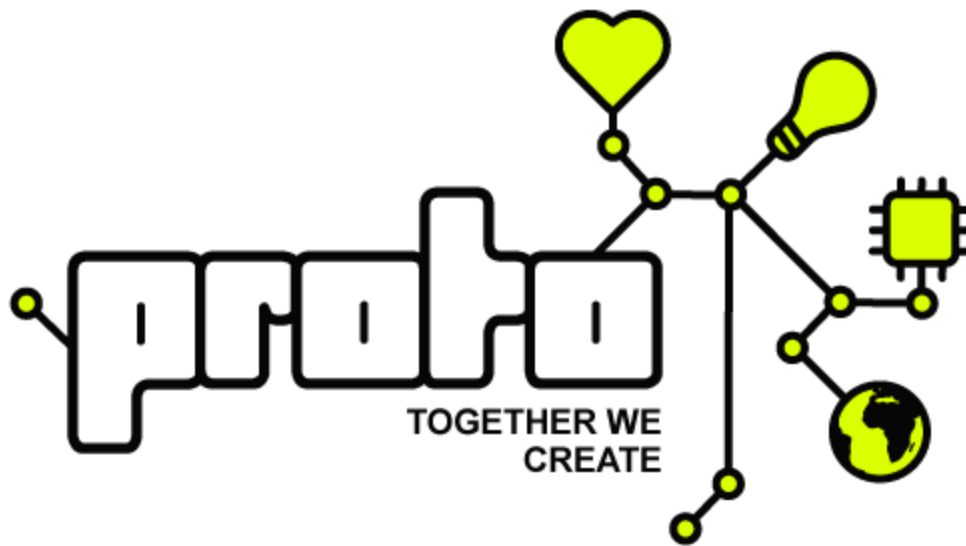


Study Association Proto

Budget Plan 2020 - 2021



Written by Jonathan Matarazzi
Treasurer of the tenth Candidate Board of S.A. Proto

5 Table of Contents

	Introduction	4
	Incoming Statement Overview	5
	Income Statement General Expenses	7
	Income Statement Committees Overview	11
10	Reservations	16
	Result Accounts	17

Introduction

This document presents the budget plan of S.A. Proto for the year 2020-2021. The report describes the period from 01-08-2020 up to and including 31-07-2021. Estimations within this document are based on previous years' income, expenses and the policy plan. The current COVID-19 measures and the COVID-19 policy plan have also been taken into consideration when making the estimations.

Next, I would like to thank the Audit committee, currently consisting of Rens Kruining, Sarah Hoekstra, Jur van Geel, Maxim de Leeuw and Peter van der Burgt, for their advice while I was making this budget plan and correcting me where I was wrong. I also want to thank Sanne Bouman, who guided me during my candidate board period and helped me a lot with preparing for being the new treasurer this coming year.

Jonathan Matarazzi
Treasurer of the tenth Candidate Board of S.A. Proto

25 Incoming Statement Overview

This chapter gives an elaborated view of the income statement. These statements are a representation of the expected income of this financial year. Extra information about the different items can be found below.

Source	Income 2020/2021	Expenses 2020/2021	Operating Result	Description
3500 Membership fees	€ 5,600.00	€ -	€ 5,600.00	
3550 Donors	€ 15.00	€ -	€ 15.00	
3510 Sponsoring	€ 6,000.00	€ -	€ 6,000.00	
3520 EEMCS Subsidy	€ 10,000.00	€ -	€ 10,000.00	
Liquidity	€ -	€ -	€ -	
Unforeseen Expenses	€ -	€ 2,000.00	€ -2,000.00	
3090 AMA	€ -	€ 2,000.00	€ -2,000.00	
Total of Committees	€ 21,590.00	€ 29,600.00	€ -8,010.00	
Total of General Expenses	€ 5,200.00	€ 17,655.00	€ -12,455.00	
Total of Reservations	€ 3,300.00	€ 450.00	€ 2,850.00	
Total of Result Accounts	€ 26,500.00	€ 26,500.00	€ -	
Total	€ 78,205.00	€ 78,205.00	€ -	

3500 Membership Fees

- 30 This is the expected income of the membership fees of Proto's members. The estimation is based on 430 affiliated ordinary members paying €10,- each, and 260 unaffiliated ordinary members paying €5,- each.

3550 Donors

Income from one donor is expected in the coming year.

35 3510 Sponsorship

The income from sponsors that is expected to be received the coming year.

3520 EEMCS Subsidy

This is the amount of money that S.A. Proto receives from the EEMCS faculty for being the study association of the bachelor Creative Technology and the master Interaction Technology.

40 This amount is determined as the product of a fixed amount per member and the amount of members S.A. Proto has who study either Creative Technology or Interaction Technology.

Liquidity

The liquidity build-up of previous years is sufficient, so this year no money will go to building up more liquidity.

45 Unforeseen Expenses

This amount of money is meant for all unexpected but necessary costs.

3090 Active Member Activity

This is the amount of money that will be spent to show appreciation to the active members of S.A. Proto through an active member activity.

50 Total of All General Expenses

All general income and expenses of S.A. Proto. A detailed overview can be found on page 7.

Total of all Committees

All income and expenses of S.A. Proto's committees. A detailed overview can be found on page 11.

55 Total of All Reservations

The amount of money that will be put into, or pulled out of reservations. A detailed overview can be found on page 16.

Total of All Result Accounts

60 The income and expenses expected for the drinks organized by S.A. Proto, and the food being sold at the Protopolis. A detailed overview can be found on page 17.

Income Statement General Expenses

This Chapter describes the general expenses S.A. Proto expects to make in the coming year.

Source	Income 2020/2021	Expenses 2020/2021	Operating Result
3000 Fee OS	€ -	€ 70.00	€ -70.00
3010 Food / drinks	€ -	€ 430.00	€ -430.00
3015 Coffee	€ -	€ 550.00	€ -550.00
3020 Protopolis	€ -	€ 700.00	€ -700.00
3030 Bookkeeping Software	€ -	€ 410.00	€ -410.00
3040 Banking Costs	€ -	€ 450.00	€ -450.00
3050 Printing	€ -	€ 50.00	€ -50.00
3060 Board Insurance	€ -	€ 65.00	€ -65.00
3070 Representation	€ -	€ 600.00	€ -600.00
3075 Member Passes	€ -	€ 30.00	€ -30.00
3100 Phone	€ -	€ 150.00	€ -150.00
3110 Attaining New Board	€ -	€ 250.00	€ -250.00
3120 Activities by the Board	€ 1,600.00	€ 2,300.00	€ -700.00
3130 Good ideas Budget	€ -	€ 150.00	€ -150.00
3140 Board Weekend	€ -	€ 600.00	€ -600.00
3150 Board Clothing	€ -	€ 600.00	€ -600.00
3160 Committee Clothing	€ -	€ 1,700.00	€ -1,700.00
3170 Posters	€ -	€ 350.00	€ -350.00
3190 Constitution Drink	€ -	€ 1,800.00	€ -1,800.00
3200 Take Away Dinner Costs	€ 3,600.00	€ 3,700.00	€ -100.00
3535 EEMCS Activities	€ -	€ 150.00	€ -150.00
3610 Food Helpers Activities	€ -	€ 750.00	€ -750.00
3640 COVID-19 measures	€ -	€ 500.00	€ -500.00
3650 SBZ losses	€ -	€ 1,300.00	€ -1,300.00
Total	€ 5,200.00	€ 17,655.00	€ -12,455.00

3000 Fee OS (Overleg Studieverenigingen)

This is the yearly fee S.A. Proto pays for their membership of Overleg Studieverenigingen.

65 3010 Food / drinks

This is the budget for all the food and drinks that are free to use for Proto members. This includes things like tea, sauces, coffee cups etc. The budgeted amount is lower this year due to the limitations presented by COVID-19.

3015 Coffee

70 This money is used to buy coffee that is provided for free to Proto members. Again, the budgeted amount is lower this year due to limitations presented by COVID-19.

3020 Protopolis

This money is used for maintaining and improving the Protopolis. This year the board will look into buying new furniture for the Protopolis since some furniture is due for replacement.

75 3030 Bookkeeping Software

This is the yearly fee paid for the license of the bookkeeping software (Unit4) used by the treasurer.

3040 Banking Costs

This money covers the costs for having a bank account and any transaction costs.

80 3050 Printing

There is a printer present in the Protopolis that can be used by board members. The printer is out of order at this moment, but we expect to have this fixed and make use of this printer again.

3060 Board Insurance

85 This money goes to the insurance that prevents board members to be held responsible in case of calamities in the association.

3070 Representation

This money goes to any cause that represents the association to members or external parties. This could for example be positive contact with other associations or appreciation for our members and the study staff.

90 3075 Member Passes

This budget is for the toner for the pass printer.

3100 Phone

This is the money paid for having a phone line.

3110 Attaining New Board

95 This budget will be used for finding candidate board members. Due to the COVID-19 situation finding a new board might be harder than previous years, that is why this budget has been increased.

3120 Activities by the Board

100 The board organises some activities throughout the year. This budget is meant for those activities, both the ProtoDays and bigger activities.

3130 Good Ideas Budget

This is a budget that can be used for realising good ideas members come up with.

3140 Board Weekend

105 This money will be used for the board weekend organised by the board at the end of the year when the candidate board has been chosen.

3150 Board Clothing

The association compensates the board for purchasing clothes for official occasions, where they need to represent the association appropriately.

3160 Committee Clothing

110 This is a budget available for committees to buy clothing to make themselves recognizable at events. Every committee has up to €85,- available with a maximum of €15,- per committee member.

3170 Posters

115 This is the budget used for printing A3 posters to promote events. Due to the COVID-19 measures there will probably be less activities in at least the beginning of the year, so less posters will be needed. Furthermore, the Protopolis will not be open to members at the beginning of the academic year, so posters would be less effective. Because of these reasons, the budgeted amount is lower than last year.

3190 Constitution Drink

120 This money is used for the constitution drink held to celebrate the charging of the new board. The constitution drink can not be held at the beginning of the board year due to the current COVID-19 measures in place, but the plan is still to organise it at a later point in time if the rules allow it.

3535 EEMCS Activities

125 This money is used for the activities organised together with the other study associations of the EEMCS faculty.

3610 Food Helpers Activities

This money is used to offer food compensation for EROs and drafters who work during dinner hours.

130 3640 COVID-19 Measures

This money is used to buy equipment used to comply with the COVID-19 measures. For example a stylus for the OmNomCom or hand sanitizer can be bought with this money.

3650 SBZ losses

135 Due to COVID-19, SBZ suffered financial loss. To allow SBZ to continue, they need extra money. This money, from which €1000,- comes from a reservation made in the previous year, will be used to help SBZ cover their losses.

Income Statement Committees Overview

140 This chapter shows the expected expenses and income of the committees of S.A. Proto. The amounts have been kept the same or close to the values of previous year, even though COVID-19 can make it harder to organise activities. Activities with COVID-19 measures might turn out more expensive. So even though less activities might be organised, the costs are expected to be similar to the costs before the COVID-19 outbreak.

Source (committee)	Income 2020/2021	Expenses 2020/2021	Operating Result
4000 Activity Committee Extraordinaire	€ 600.00	€ 1,000.00	€ -400.00
4020 Camp Committee	€ 5,740.00	€ 5,740.00	€ -
4040 Kick-In Committee CreaTe	€ 150.00	€ 150.00	€ -
4080 pLan	€ 100.00	€ 150.00	€ -50.00
4112 EmergenCie	€ -	€ 50.00	€ -50.00
4120 TIPCie	€ -	€ 100.00	€ -100.00
4140 Gala Committee	€ 6,000.00	€ 7,000.00	€ -1,000.00
4221 Lustrum Committee	€ 2,200.00	€ 3,700.00	€ -1,500.00
4240 ProtoTrip	€ 2,500.00	€ 2,900.00	€ -400.00
4242 Have You Tried Turning It Off and On Again Committee	€ -	€ 420.00	€ -420.00
4260 First Year Committee	€ 450.00	€ 600.00	€ -150.00
4280 Culture Committee	€ 150.00	€ 250.00	€ -100.00
4320 FishCie	€ 150.00	€ 350.00	€ -200.00
4330 SportCie	€ 900.00	€ 1,300.00	€ -400.00
4340 Audit Committee	€ -	€ 40.00	€ -40.00
4350 Almanac Committee	€ 700.00	€ 1,700.00	€ -1,000.00
4360 Protography	€ -	€ -	€ -
4370 Acquisition Committee	€ -	€ 250.00	€ -250.00
4390 EducaCie	€ -	€ 150.00	€ -150.00
4410 Board of Advisors	€ -	€ 25.00	€ -25.00
4400 Symposium Committee	€ 900.00	€ 1,000.00	€ -100.00
4440 ENTROPcY	€ 250.00	€ 250.00	€ -
4460 DIYCie	€ -	€ 350.00	€ -350.00
4465 Handyman Committee	€ -	€ 50.00	€ -50.00
4470 InteracCie	€ 100.00	€ 200.00	€ -100.00
4480 DisCo	€ -	€ 75.00	€ -75.00
4490 Integration Week Committee	€ 1,000.00	€ 1,000.00	€ -
Total	€ 21,890.00	€ 28,800.00	€ -6,910.00

4000 Activity Committee Extraordinaire

The ACE regularly organises activities for Proto, most of their money will come from the participant fee of activities. This budget is for the remaining money needed to organize the activities.

4020 Camp Committee

The Camp Committee usually organises a camp at the beginning of the academic year. All their costs are covered by sponsoring from the EEMCS faculty and the participant fee. Due to the COVID-19 measures the Camp will be postponed until the rules allow for it to be organised.

4040 Kick-In Committee CreaTe

The KICC organises the faculty days of the Kick-In. Since the Kick-In was online this year, there is almost no money flow in this committee.

4080 pLAN

The pLAN covers most of their costs with the participant fee of their activities. Next to this budget, they also have a reservation for replacing broken or buying new equipment.

4112 EmergenCie

The EmergenCie requested new ERO straps which are more comfortable and easy to use, since the old ones are due to be replaced. This budgeted amount will cover the costs for four new ERO straps.

4120 TIPCie

The TIPCie organises all the drinks of Proto. This budget allows the committee to organise themed drinks.

4140 Gala Committee

Since this year is a Lustrum year, the gala will not be organised together with two other associations. Since the gala will be organised by Proto alone, the budget is higher than in previous years.

4221 Lustrum Committee

170 This year there will be no Dies Committee. Instead, the Lustrum Committee will organise special activities. The Lustrum Committee receives money from the Lustrum reservation to allow for a lot of very special activities.

4240 ProtoTrip

The ProtoTrip committee organises a nice trip for Proto members. They receive a budget for this to help lower the participant fee.

175 4242 Have You Tried Turning It Off and On Again Committee

The HYTTIOAOAc receives a budget to cover the costs of website, email and storage hosting as well as licenses for apps. Next to this, a €100,- hardware reservation is made.

4260 First Year Committee

180 The First Year Committee introduces first year students to committees and activism and organises multiple activities throughout the year. Proto partly sponsors this with this budget.

4280 Culture Committee

The Culture Committee will use this budget to organize cultural activities for Proto Members.

4320 FishCie

185 The FishCie takes care of the fish in the Protopolis. Normally they get their money from donations and the HABHAK. Due to the COVID-19 measures, the HABHAK will probably not happen as often, so a small amount of money has been budgeted in to make sure the fish stay alive. Next to that, the FishCie wants to buy a new filter for the aquarium, so extra money has been budgeted to allow them to buy one.

4330 SportCie

190 The SportCie organises sports related activities as well as the Proto delegation of the Batavierenrace and the StAf football competition. To cover the costs for that, they receive this budget.

4340 Audit Committee

195 The Audit Committee helps out the Treasurer of S.A. Proto both by giving advice as well as by ensuring the financials of S.A. Proto are in check. This budget goes to providing food and drinks for their meetings.

4350 Almanac Committee

200 The Almanac Committee is responsible for creating a beautiful Lustrum Almanac for S.A. Proto. They cover their costs partly with sponsorships, the other part comes from the Lustrum reservation.

4360 Protography

The Protography takes pictures without making any costs. When needed, money for food is provided from the Food Helpers Activities budget.

4370 Acquisition Committee

205 The Acquisition Committee gets a budget to cover travel costs made by its members while obtaining or maintaining business relationships. This budget now also includes costs made by the Officer of External Affairs related to obtaining or maintaining business relations, this results in an extra €100,- budget..

4390 Educacie

210 The Educacie organises study nights, information markets and handles other educational affairs. In the previous year they ran low on budget when organising the information markets, so this year the budget is a bit higher.

4410 Board of Advisors

215 The Board of Advisors assists the Board during their board year. This budget can be used for food or an appreciation present.

4400 Symposium Committee

Last Symposium was cancelled, but this year a new Symposium Committee will be set up. The budget they receive will help to start up the committee. The main source of money will be sponsors of the Symposium.

220 4440 ENTROPcY

The ENTROPcY is a committee of experienced people who help out in times of need, organise some nice activities and can cover other committees when they experience sudden problems. They do not get any budget, because costs they make can be covered by the budgets of the committees they help.

225 4460 DIYCie

There are currently two DIYCie's. DIYCie 1.0 used their budget from last year and doesn't need a new budget, they already bought all the requirements for their activity and will organise their activity this academic year. DIYCie 2.0 has not used any budget and will thus receive a budget this year for organising an activity.

230 4465 Handyman Committee

The Handyman Committee will get a budget for buying materials this year, just like last year.

4470 InteracCie

The InteracCie organises activities for the students of the master Interaction Technology, and part of their costs are covered by Proto. The other costs they have will be covered by the participant fee of their activities.

4480 DisCo

The DisCo receives a small budget for buying things like decorations for parties.

4490 Integration Week Committee

Since the Proto Camp can not be held at the beginning of the academic year, an integration week with several activities will be organised. The Integration Week Committee will organise several activities to help the new first years to get to know each other, with the help of some other committees. Their money comes from sponsoring from the University.

Reservations

Source (Reservations)	Income 2020/2021	Expenses 2020/2021	Operating Result
1630 Lustrum	€ 2,000.00	€ -	€ 2,000.00
1708 pLAN	€ 100.00	€ 150.00	€ -50.00
1780 TIPCie and SBZ	€ 1,000.00	€ -	€ 1,000.00
1800 HYTTIOAOAc	€ 200.00	€ 300.00	€ -100.00
Total	€ 3,300.00	€ 450.00	€ 2,850.00

1630 Lustrum

- 245 The money from the Lustrum reservation will be used for the Lustrum, Gala and Almanac committee this year. The €500,- normally put into this reservation will be used as a budget for the Lustrum committee. The reservation will be divided as follows: €1000,- to Almanac Committee, €400,- to the Lustrum Committee and €600,- to the Gala Committee.

1708 pLAN

- 250 Just like last year, a small reservation will be made for the pLAN committee, to be used for replacing broken game consoles, controllers, etc.

1780 TIPCie and SBZ

This reservation was made last year which will be used to partly cover the costs of the SBZ losses.

255 1800 Have You Tried Turning It Off And On Again committee

A reservation will be made for the HYTTIOAOAc that will be used for replacing the devices used by this committee if they break, for example the screens used by Protube.

Result Accounts

Result Accounts	Income 2020/2021	Expenses 2020/2021	Operating Result
1410 TIPCie	€ 6,500.00	€ 6,500.00	€ -
3600 OmNomCom	€ 20,000.00	€ 20,000.00	€ -
Total	€ 26,500.00	€ 26,500.00	€ -

1410 TIPCie

260 Income, expenses, and reservations of the TIPCie, primarily for organising drinks.

3600 OmNomCom

Income, expenses, sales and reservations for the OmNomCom committee, which organises all the food/drinks in Protopolis. Costs include new purchases as well as reservations for hardware replacements, of which an overview can be found here.

Inventory	Worth	Expected life span	Bought in	Reservation per year
Fridge built-in	€ 350.00	10	2010	€ 35.00
Fridge separate	€ 350.00	10	2010	€ 35.00
Fridge beer	€ 200.00	7	2016	€ 28.57
Display cupboards	€ 150.00	10	2010	€ 15.00
Tosti grill	€ 200.00	5	2015	€ 40.00
New Tosti grill	€ 292.00	3	2018	€ 97.33
Coffee Machine	€ 200.00	5	2015	€ 40.00
Reservation total				€ 290.90
Total				€ 290.90