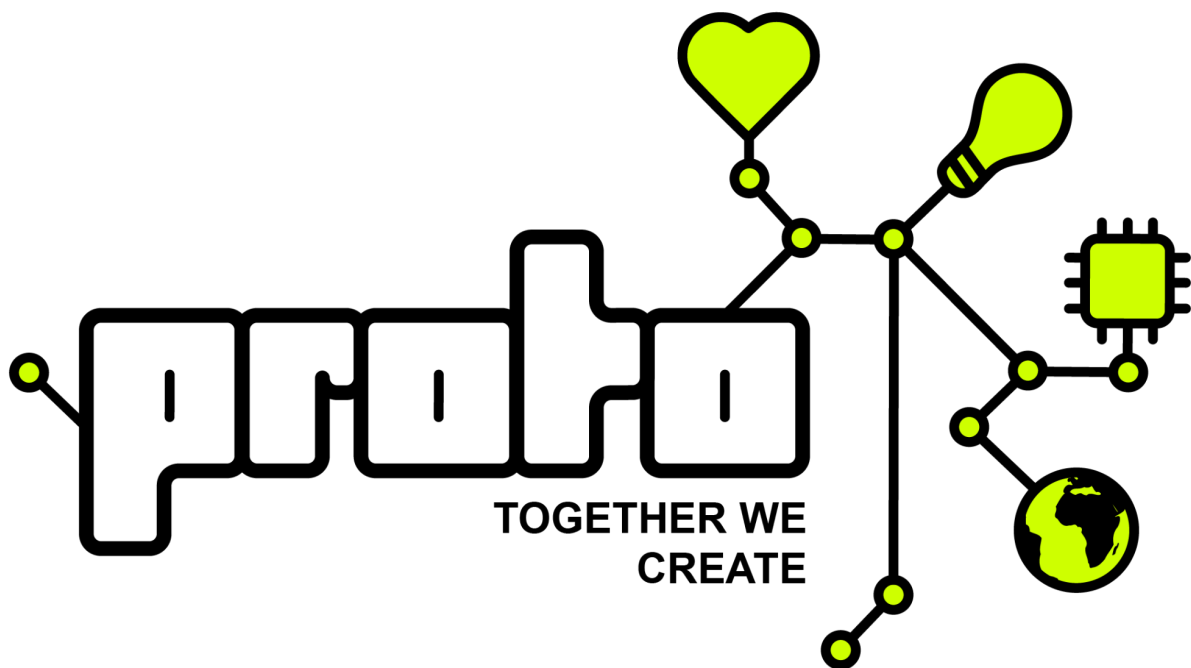


Study Association Proto

Budget Plan 2021 - 2022



Written by Martijn van Ooijen,
Treasurer of the 11th candidate board of S.A. Proto

Table of contents

Introduction	2
Incoming Statement Overview	3
Overview of General Expenses	5
Income Statement Committees Overview	9
Reservations	14
Result Accounts	15
Appendix A	16

Introduction

This document presents the budget plan of S.A. Proto for the year 2021-2022. The report describes the period from 01-08-2021 up to and including 31-07-2022. 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 Jur van Geel, Maxim de Leeuw and Sanne Bouwman for their advice while I was making this budget plan and correcting me where I was wrong. I want to thank Imke Verschuren and Peter van der Burgt for their advice and support as candidate Audit committee members.

Incoming Statement Overview

Source	Income 2021/2022	Expenses 2021/2022	Operating Result	End of year 31-07-2019	End of year 31-07-2020
Membership fees	€6,450.00	€0.00	€6,450.00	€4,994.25	€5,540.00
Donors	€5.00	€0.00	€5.00	€41.68	€15.00
Sponsoring	€7,000.00	€0.00	€7,000.00	€6,234.50	€6,160.00
EEMCS Subsidy	€10,500.00	€0.00	€10,500.00	€8,393.00	€10,825.00
Total Income			€23,955.00	€19,663.43	€22,540.60
Total of General Expenses	€0.00	€13,832.00	-€13,832.00	-€11,219.85	-€9,662.62
Total of Committees	€30,820.00	€36,645.00	-€5,825.00	-€4,160.95	-€3,365.13
Total of Reservations	€1,300.00	€1,950.00	-€650.00	N/A	N/A
Total of Result Accounts	€28,500.00	€28,500.00	€0.00	€199.23	-€92.36
Unforeseen Expenses	€0.00	€2,000.00	-€2,000.00	N/A	N/A
Total Expenses			-€22,307.00	-€15,839.35	-€13,120.11
Total	€84,575.00	€82,927.00	€1,648.00	N/A	N/A

Membership Fees

This is the expected income of the membership fees of Proto's members. The estimation is based on 490 affiliated ordinary members paying €10,- each, and 310 unaffiliated ordinary members paying €5,- each.

Donors

Income from one donor is expected in the coming year.

Sponsorship

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

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. This amount is currently determined as a product of a fixed amount per member and the amount of members of S.A. Proto studying Creative Technology and Interaction Technology.

Total of All General Expenses

All general income and expenses of S.A. Proto. A detailed overview can be found [here](#).

Total of All Committees

All income and expenses of S.A. Proto's committees. A detailed overview can be found [here](#).

Total of All Reservations

The amount of money that will be put into, or pulled out of reservations. A detailed overview can be found [here](#).

Total of All Result Accounts

The income and expenses expected for the drinks organised by S.A. Proto, and the food being sold at the Protopolis. These accounts should cancel themselves out, since income and expenses are expected to be equal. A more detailed overview can be found [here](#).

Unforeseen Expenses

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

Liquidity

The resulting balance in the table above goes towards building up liquidity. To build up liquidity. Liquidity is the accumulated savings that Proto relies on to pay for day to day expenses in case of delayed or missing payments and has been set by GMM.

Overview of General Expenses

Source	Operating Result	End of year 31-07-2019	End of year 31-07-2020
3000 Fee OS	-€85.00	-€70.00	-€70.00
3010 Food / drinks	-€550.00	-€447.27	-€316.52
3015 Coffee	-€850.00	-€767.85	-€388.34
3020 Protopolis	-€600.00	-€379.97	-€192.77
3030 Bookkeeping Software	-€410.00	-€393.13	-€399.42
3035 External Affairs Software (CRM)	-€132.00	N/A	N/A
3040 Banking Costs	-€460.00	-€463.34	-€452.85
3050 Printing	-€50.00	-€36.35	-€5.49
3060 Board Insurance	-€65.00	-€60.50	-€60.50
3070 Representation	-€600.00	-€926.53	-€403.09
3075 Member Passes	-€30.00	-€70.90	€0.00
3090 AMA	-€2,000.00	-€1,711.07	-€1,775.00
3100 Phone	-€150.00	€0.00	-€0.42
3110 Attaining New Board	-€250.00	-€124.89	-€89.92
3120 Activities by the Board	-€800.00	-€443.67	-€173.56
3130 Good Ideas Budget	-€150.00	-€87.34	-€32.99
3140 Board Weekend	-€600.00	-€600.09	-€920.03
3150 Board Clothing	-€1,000.00	-€600.00	-€600.00
3160 Committee Members Budget	-€1,700.00	-€1,051.02	-€1,195.19
3170 Posters	-€400.00	-€410.10	-€113.44
3190 Constitution Drink	-€1,700.00	-€1,018.18	-€1,586.83
3200 Take Away Dinner Costs	-€200.00	-€468.43	-€45.28
3535 EEMCS Activities	-€300.00	-€349.84	-€93.94

3610 Food Helpers Activities	-€750.00	-€458.87	-€308.25
Total	-€13,832.00	N/A	N/A

3000 Fee OS (Overleg Studieverenigingen)

This is the yearly fee S.A. Proto pays for their membership of Overleg Studieverenigingen (OS). OS is the umbrella organisation which all study associations are part of. This fee is set to slightly increase this year.

3010 Food and Drinks

This is the budget set for acquiring tea, sauces, coffee cups etc. that are free to use for any member of Proto.

3015 Coffee

This money is used to purchase the coffee that is offered for free to all Proto members.

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, this includes a new couch and a few new chairs.

3030 Bookkeeping Software

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

3035 External Affairs Software

This year, we would like to introduce a database management system so that the Extern and the Acquisition Committee can more easily keep track of companies. This would improve efficiency when looking for companies which Proto could work together with, from possible new connections to companies Proto has worked with in the past. The program is called Sponsit.

3040 Banking Costs

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

3050 Printing

There is a printer present in the Protopolis that can be used by board members. Expenses will go to operating costs of this printer.

3060 Board Insurance

This money goes to the insurance that helps board members in a monetary way 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 contact with other associations or appreciation for our members and the study staff.

3075 Member Passes

This budget is for the toner for the pass printer.

3080 Lunch Lectures

Lunch Lectures are sponsored events, so Proto will not lose any money over them. It might be the case that Proto buys the lunch and then gets it refunded by the sponsor. That is what this balancing account is for.

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.

3100 Phone

This is the money paid for having a phone line.

3110 Attaining New Board

The twelfth candidate board will have to be attained this year. The budget will be used for this.

3120 Activities by the Board

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

3130 Good Ideas Budget

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

3140 Board Weekend

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. This compensation is €200,- per board member.

3160 Committee Members Budget

This is a budget available for committees to do teambuilding or to buy clothing to make themselves recognizable at events. Every committee has up to €75,- available with a maximum of €15,- per committee member. This budget is also available for the Graphicie and the Protography. Certain committees like the Dies and DIYcie that have to have committee clothing to be recognisable at events are able to ask up to another €30,- for a teambuilding.

3170 Posters

To properly promote the events organized by Proto, this budget is available for committees to print up to five A3 posters per activity.

3190 Constitution Drink

Proto organises a constitution drink to celebrate the charging of their new board. Beer will be offered for free during this drink.

3200 Take Away Dinner Costs

Money to be spent on take-away dinners before or during activities. Proto pays for the delivery fee.

3535 EEMCS Activities

Proto organises a couple of activities per year together with the study associations of the faculty of EEMCS. For this, each association contributes some money. This year, a ski trip is likely to be added to the activity roster, resulting in a slightly higher budget.

3610 Food Helpers Activities

This budget will be used for offering food compensation to the ERO's and drafters when working for the association during dinner hours.

Income Statement Committees Overview

Source (committee)	Income 2021/2022	Expenses 2021/2022	Operating Result	End of year 31-07-2019	End of year 31-07-2020
4000 Activity Committee Extraordinaire	€800.00	€1,400.00	-€600.00	-€195.62	-€72.88
4020 Camp Committee	€9,000.00	€9,000.00	€0.00	€0.00	-€3.29
4040 Kick-In Committee CreaTe	€6,000.00	€6,000.00	€0.00	€0.00	€0.13
4080 pLAN	€150.00	€225.00	-€75.00	-€86.15	-€80.15
4112 EmergenCie	€0.00	€350.00	-€350.00	-€40.00	N/A
4120 TIPCie	€0.00	€550.00	-€550.00	-€155.84	-€732.61
4140 Gala Committee	€6,000.00	€6,800.00	-€800.00	-€368.37	-€267.48
4220 Dies Committee	€2,000.00	€2,600.00	-€600.00	-€693.63	-€185.29
4240 ProtoTrip	€2,400.00	€2,900.00	-€500.00	-€572.63	-€411.87
4242 Have You Tried Turning It Off and On Again Committee	€0.00	€440.00	-€440.00	-€390.74	-€381.38
4260 First Year Committee	€450.00	€600.00	-€150.00	-€40.74	-€9.09
4280 Culture Committee	€150.00	€250.00	-€100.00	-€50.68	-€16.39
4320 FishCie	€270.00	€300.00	-€30.00	-€59.95	€0.00
4330 SportCie	€900.00	€1,300.00	-€400.00	-€415.20	-€151.06
4340 Audit Committee	€0.00	€50.00	-€50.00	-€50.00	-€21.45
4360 Protography	€0.00	€0.00	€0.00	-€45.80	€0.00
4370 Acquisition Committee	€0.00	€250.00	-€250.00	-€83.46	-€58.97
4390 EducaCie	€0.00	€150.00	-€150.00	-€53.36	-€64.80
4400 Symposium Committee	€850.00	€1,000.00	-€150.00	-€116.66	€0.00
4410 Board of Advisors	€0.00	€30.00	-€30.00	€0.00	€0.00
4440 ENTROPcY	€250.00	€250.00	€0.00	-€2.98	-€66.44

4460 DIYCie	€1,500.00	€1,850.00	-€350.00	€0.00	-€350.00
4465 Handyman Committee	€0.00	€50.00	-€50.00	-€5.98	-€15.50
4470 InteracCie	€100.00	€200.00	-€100.00	-€124.76	€0.00
4480 DisCo	€0.00	€100.00	-€100.00	N/A	-€21.00
Total	€30,820.00	€36,645.00	-€5,825.00	N/A	N/A

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 organise the activities.

4020 CampCo

The Camp Committee usually organises a camp at the beginning of the academic year. All their costs are covered by sponsorship from the EEMCS faculty and the participant fee. The sponsorship from the faculty is based on the number of participants, since the current (2020-2021) first years were not able to have a camp, they also count towards the participant count. In short: camp will be for both the first and second year students and we will get sponsorship for both.

4040 Kick-In Committee CreaTe

The KICC organises the faculty days of the Kick-In. Their costs are completely covered by money they receive from the EEMCS faculty and participation fees.

4080 pLAN

The pLAN gets most of the money they need for their activities from participation fees. They also get a small reservation for replacing broken or buying new equipment.

4112 EmergenCie

The EmergenCie does not require any money for their work. However, certain food costs are covered in the [Food Helpers Activities](#) budget.

4120 TIPCie

The TIPCie organises all of our drinks. They get some budget to help with this, so they can organise some themed drinks. 400 euros of this budget is meant for Proto owned vests, which can be worn by drafters during drinks. The exact plan for these vests is not final yet. 250 of these 400 euros will return to liquidity if the plan falls through, the remaining 150 will remain in the TIPCie budget to fund some extra treats during the drinks.

4140 Gala Committee

The gala will again be organised together with other associations, at the moment these are likely to be Abacus, Inter-Actief and Scintilla. Due to mixed experiences with the previous location, we will be looking for a new location. To factor in these uncertainties the budget is slightly higher than that seen in 2019-2020.

4220 Dies Committee

The Dies Committee organises all kinds of events during the birthday week of S.A. Proto.

4240 ProtoTrip

The ProtoTrip committee organises a cool trip for Proto members. For this they get a budget, which will help lower participation costs.

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

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 organise cultural activities for Proto Members.

4320 FishCie

The budget for this committee is mainly meant to handle the upkeep of the aquarium situated in Protopolis. The habhak will be started up as soon as possible, but to be able to account for a possible slow start the FishCie will get a small budget so they can continue upkeep in the first few months.

4330 SportCie

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

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 will be used for providing food and drinks for their meetings.

4360 Protography

The Protography can function without budget. If a committee member functions as a helper for another committee, money for food can be provided from the Food Helpers Activities budget.

4370 Acquisition Committee

The Acquisition Committee gets a budget to cover travel costs.

4390 Educacie

The Educacie organises study nights, information markets and handles other educational affairs.

4410 Board of Advisors

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

The budget the Symposium Committee receives will help to start up the committee. The main source of money will be sponsors of the Symposium.

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.

4460 DIYCie

The one remaining DIYCie, referred to as DIYCie 1.0 from here on out, has not bought any supplies yet for their two workshops, as they are working on two smaller workshops. Both workshops are expected to be held in the first half of the academic year. After this a new DIYCie will be set up, DIYCie 2.0, the budget is mainly to cover the costs of DIYCie 1.0, since DIYCie 2.0 will not be able to carry out a workshop within half a year, however, €100,- euros of the budget is reserved for prototyping purposes of the second DIYCie.

4464 Handyman Committee

The Handyman Committee will get a budget for buying materials.

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 make will be covered by the participant fee of their activities.

4480 DisCo

The DisCo receives a budget for buying things like decorations for parties. To make sure this committee can go all out on these themed parties, they have to spend at least 30 euros per party. This would allow them to decorate 4 parties.

Reservations

Source (Reservations)	01-08-21	31-07-22	Mutation
1630 Lustrum	€0.00	€700.00	€700.00
1708 pLAN	€100.00	€150.00	€50.00
1780 TIPCie and SBZ	€1,000.00	€800.00	-€200.00
1800 HYTTIOAOAc	€200.00	€300.00	€100.00
Total	€1,300.00	€1,950.00	€650.00

1630 Lustrum

We will reserve €700,- for the Lustrum taking place in the year 2025/2026.

1708 pLAN

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 in 2019/2020 which would be used to cover the costs of the SBZ losses caused by the pandemic, which is expected to be 200 euros. At the end of the book year this reservation will be abolished since it has served its purpose.

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 for Protube.

Result Accounts

Both the TIPCie and the OmNomCom are expected to balance between the income and the expenses. So the operating result for both will be zero.

1410 TIPCie

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. Merch sales also go via the OmNomCom. Costs include new purchases as well as reservations for hardware replacements, of which an overview can be found here. Reservations for the built-in fridge, the separate fridge, the display cupboards and the coffee machine have been completed, so they will not be noted within the overview.

Inventory	Worth	Expected Lifespan in Years	Bought In	Reservation per Year
Beer Fridge	€200.00	7	2016	€28.57
New Tosti Grill	€292.00	3	2018	€97.33
Total				€125.90

Appendix A - HYTTIOAOAc Budget Plan

Description	Expected	Realisation
Web Hosting		
Expected	€ -68.70	€ -
Unexpected Upgrade	€ -	
Hardware		
Expected	€ -	€ -
Unexpected	€ -50.00	€ -
Reservation Usage	€ -	€ -
Reservation Top-up	€ -100.00	€ -100.00
Other		
Peripherals Expected	€ -	€ -
Peripherals Unexpected	€ -50.00	€ -
Domain Names Expected	€ -81.19	€ -
Domain Names Unexpected	€ -20.00	€ -
Software Expected	€ -141.10	€ -
Software Unexpected	€ -25.00	€ -
Other Expected	€ -	€ -
Other Unexpected	€ -25.00	€ -
Balance	€ -560.99	€ -100.00
Spendings on Reservation	€ -100.00	€ -100.00
Total Balance	€ -460.99	€ -
Of Which Unexpected	€ -170.00	
Of Which Expected	€ -290.99	