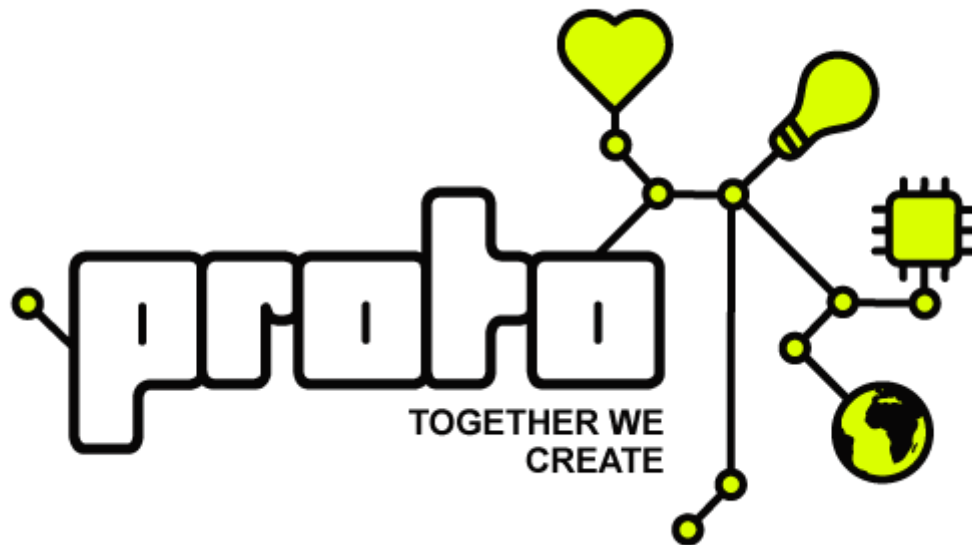




# Study Association Proto

## Budget Plan 2018 – 2019



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## 1. Introduction

This document presents the budget plan of S.A. Proto for the year 2018-2019. The report describes the period from 01-08-2018 to and including 31-07-2019. Estimations within this document are based on previous years' incomes, expenses and the policy plan.

Next, I would like to thank the Audit committee, consisting of: Rens Kruining, Jur van Geel, and Peter van der Burgt, for their formidable help in advising me with making this budget plan and correcting me where this was necessary. I would also like to give a special thanks to Jaimy de Kok and Sarah Hoekstra for personally guiding me during my candidate board period and who helped a lot in the making of the budget plan and other duties related to being the new treasurer.

Maxim de Leeuw  
Treasurer of the eighth candidate board of S.A. Proto



## 2. 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	Expenses	Budget 2018-2019
2.1 Membership fees	€ 4.800,00	-	€ 4.800,00
2.2 Donators	€ 10,00	-	€ 10,00
2.3 Sponsoring	€ 6.000,00	-	€ 6.000,00
2.4.1 EEMCS Subsidy Creative Technology	€ 9.500,00	-	€ 9.500,00
2.4.2 EEMCS Subsidy Interaction Technology	-	-	-
2.5 Liquidity		- € 2.000,00	€ -2.000,00
2.6 Unforeseen Expenses		- € 2.000,00	€ -2.000,00
2.7 Active Members Activity 2018/2019		- € 1.700,00	€ -1.700,00
Total of All Committees	€ 28.435,00	€ 32.075,00	€ -3.640,00
Total of All General Expenses	€ 4.900,00	€ 15.370,00	€ -10.470,00
Total of All Reservations		- € 500,00	€ -500,00
Total of All Result Accounts	€ 26.500,00	€ 26.500,00	-
<b>Total</b>	<b>€ 80.145,00</b>	<b>€ 80.145,00</b>	<b>-</b>

### 2.1 Membership Fees

Income of member's fee, estimated at around 355 primary members paying €10, - each and 250 secondary members paying €5, - each.

### 2.2 Donators

Income from *one* donator is expected.

### 2.3 Sponsorship

The income Proto expects to get from sponsors. Currently Proto has *four* contracted sponsors, and hopes to get some more this year as well.



### 2.4.1 EEMCS Subsidy Creative Technology

The amount Proto receives from the faculty EEMCS. This amount is now determined as a product of a fixed amount per member times the amount of members of EEMCS.

### 2.4.2 EEMCS Subsidy Interaction Technology

The amount Proto receives from the faculty EEMCS. This amount is still unknown.

### 2.5 Liquidity

Last year, the association has started to generate liquidity, this money could be used for bigger expenses, that later will be compensated. It is my personal goal to increase this amount by €2000,- this year.

### 2.6 Unforeseen Expenses

This account is meant for all unexpected but necessary costs.

### 2.7 Active Member Activity 2018/2019

Amount spent to show appreciation to the active members of Proto.

### 2.8.1 Total of All Committees

All incomes and expenses of Proto's committees. Detailed overview can be seen on page 6.

### 2.8.2 Total of All General Expenses

All incomes and expenses further to be expected for Proto. Detailed overview can be seen on page 11.

### 2.8.3 Total of All Reservations

The amount put in reservations. Detailed overview can be seen on page 15.

### 2.8.4 Total of All Result Accounts

The income and expenses for the food in Proto and the drinks it organizes. Detailed overview can be seen on page 15.



### 3. Income Statement Committees Overview

This chapter is there to explain all the expenses and incomes, the committees of Proto expect in this financial year.

Source (committees)	Income 2018/2019	Expenses 2018/2019	Operating Result
3.1 Activity Committee Extraordinaire	€ 600,00	€ 1.100,00	€ -500,00
3.2 Camp Committee	€ 2.880,00	€ 2.880,00	-
3.3 Kick-In Committee CreaTe	€ 6.000,00	€ 6.000,00	-
3.4 Magazine Committee		€ 50,00	€ -50,00
3.5 pLAN	€ 250,00	€ 300,00	€ -50,00
3.6 P.S.C. Lee Ho!	€ 2.800,00	€ 2.800,00	-
3.7 ERO	-	-	-
3.8 TIPCie	€ 135,00	€ 400,00	€ -265,00
3.9 Gala Committee	€ 5.250,00	€ 5.500,00	€ -250,00
3.10 ProtoTrip	€ 550,00	€ 550,00	-
3.11 OmNomCom	-	-	-
3.12 Dies Committee	€ 2.500,00	€ 3.000,00	€ -500,00
3.13 Have You Tried Turning It Off And On Again Committee		- € 575,00	€ -575,00
3.14 First Year Committee	€ 500,00	€ 650,00	€ -150,00
3.15 Culture Committee	€ 50,00	€ 150,00	€ -100,00
3.16 FishCie	€ 300,00	€ 300,00	-
3.17 SportCie	€ 1.250,00	€ 1.600,00	€ -350,00
3.18 Audit Committee		- € 50,00	€ -50,00
3.19 Almanac Committee		-	-
3.20 Protography		- € 50,00	€ -50,00
3.21 Acquisition Committee		-	-
3.22 EducaCie		- € 100,00	€ -100,00
3.23 Board of Advisors		- € 50,00	€ -50,00
3.24 Alumni Committee		-	-
3.25 ENTROPcY	€ 150,00	€ 150,00	-
3.26 Symposium Committee	€ 900,00	€ 1.000,00	€ -100,00
3.27 BonCie	€ 120,00	€ 120,00	-
3.28 DIYCie	€ 4.200,00	€ 4.550,00	€ -350,00
3.29 Handyman Committee		- € 50,00	€ -50,00
3.30 Master Committee		- € 100,00	€ -100,00
<b>Total</b>	<b>€ 28.435,00</b>	<b>€ 32.075,00</b>	<b>€ -3.640,00</b>



### 3.1 Activity Committee Extraordinaire (ACE)

The ACE will get some sponsoring from Proto, but will need to get the rest from participants.

### 3.2 Camp Committee

This year, proto camp will house 100 first years, for this Proto receives money from EEMCS. The remaining costs will be paid by the participation fee.

### 3.3 Kick-In Committee CreaTe

As EEMCS sponsors the faculty Kick-In of Proto, the subsidy covers the full expenses. Proto gets a certain money per participant.

### 3.4 Magazine Committee

Magazine committee hosts the site Proto.ink, which domain costs and hosting result in €42.

### 3.5 pLAN

Income of Proto LAN is from participants fee and sponsors. pLAN has requested money for reservations. This money will be spent on new consoles for when older ones break.

Item	Price
Wii controller	€20
Other console controller	€30
<b>Total</b>	<b>€50</b>

### 3.6 P.S.C. Lee Ho!

The sailing committee gets its income from participants fee and outside sponsors. Due to problems with last year's camp, we are granted free boats. This does mean that participant fees can be lowered.

### 3.7 ERO

This account is set to €0 as the costs for events is moved to 4.26 Food Helpers Activities. Furthermore, the committee doesn't do anything that requires money.



### 3.8 TIPCie

After the TipCie's take over last year, they have been doing very good work. Therefore, they made the assumption that there won't be any extra invoices from SBZ, meaning costs go down. Also, this money will be used to organize activities.

### 3.9 Gala Committee

This amount is based on last year's costs. As the gala committee was able to stay within budget, costs may even be lowered to get the members a cheaper gala.

### 3.10 ProtoTrip

The ProtoTrip committee has been set up last year, and with this comes experience. They should be able to organize a new and awesome trip, maybe even making it less expensive than previous year.

### 3.11 OmNomCom

The OmNomCom isn't planning any activities, which would have to be explained here.

### 3.12 Dies Committee

The event that celebrates the birthday of Proto.

### 3.13 Have You Tried Turning It Off And On Again Committee (HYTTIOAOAc)

The HYTTIOAOAc will again be making sure everything in and around Proto is working, including the website and electronics. The costs are based on their sent-in budget plan (which can be found in the appendix at the end of this document). The amount will be used for maintenance.

### 3.14 First Year Committee

The First Year committee is there to make sure first years get to know each other and for them to bond. Proto sponsors some of the activities, explaining the loss. The rest of the income will be gained by participants fee.

### 3.15 Culture Committee

The Culture committee gains its income through participants fee. The budget is decreased slightly, because of inactivity by the current members of the committee. It is advised for them to change their policy, to make sure that the money doesn't go to waste.





### 3.16 FishCie

The FishCie is there to take care of our favorite fish-ies and their beloved homes. Income is generated by participants fee and donations. HABHAKs are included in this amount.

### 3.17 SportCie

The SportCie is one of the more active committees of Proto. In exchange of a budget plan, they have received a bit of money to invest this for future events. Proto sponsors some of the events and Bata relay races and StAf football cup are expensive events, hence the relatively high expected loss.

### 3.18 Audit Committee

The audit committee is formed to ensure fairness and correctness of the financials. Next to that, they are also the aid of the treasurer. Proto sponsors the audit committee's food and drinks during financial checking sessions, which explains the loss.

### 3.19 Almanac Committee

There will be no almanac made this year.

### 3.20 Protography

The Protography is there to capture our most beloved moments, so it can be retrieved at any moment. The costs are based on music licenses for the videography and food.

### 3.21 Acquisition Committee

Together with the Officer of External affairs, the Acquisition committee will try to get more money for Proto. The money is combined into the budget External affairs.

### 3.22 EducaCie

The education committee organizes study nights, semi-curricular workshops and other educational affairs. The committee receives a budget for these events, and because admission is free, Proto covers these expenses. The amount is a bit higher than previous years to compensate for the acquisition of a Master.

### 3.23 Board of Advisors

The board of advisors aids us with all the troubles on the way, and for this, we are very thankful. Expenses will be paid by Proto to stress this gratitude.

### 3.24 Alumni Committee

The alumni committee aims to involve more CreaTe graduates to keep a bond with the association. Proto covers the expenses made.



### 3.25 ENTROPcY

This committee has been there last year to cover when entropy struck. They made sure to plan some nice activities, or even cover when other committees experienced sudden problems. The expenses are covered by either using the board activity budget or the budget of the committee to which the activity belonged to originally. Coming year, they will have their own budget to plan activities

### 3.26 Symposium Committee

Proto aims to host another symposium this year, which is mostly paid by sponsors participating in the event. Proto sponsors a small budget to give the committee some

### 3.27 BonCie

This new committee was founded to get some more flora in our beloved protopolis. Budget is created by selling plants, and getting donations via the OmNomCom.

### 3.28 DIYCie

The DIYCie is another new committee, formed last year. They organize one special event per year where participants are able to build things themselves, like a handheld gaming device. Last event, they managed to get break-even, but this was due to last-minute extra sponsoring. Proto aims to cover some of their costs to give them some room for creativity.

### 3.29 Handyman Committee

The Handyman Committee will use the money sponsored by Proto to buy wood for their projects.

### 3.30 Master Committee

This committee is also a new one. It will get some money to organize some events for our new members studying Interaction Technology.



## 4. Income Statement General Expenses

This chapter describes all the other expenses, expected for next year. Again, there is a detailed description of each post.

Source (general)	Income 2018/2019	Expenses 2018/2019	Operating Result
4.1 Proto Merchandise	€ 2.000,00	€ 2.000,00	-
4.2 Fee Overleg Studieverenigingen (OS)		- € 70,00	€ -70,00
4.3 Food / drinks		- € 550,00	€ -550,00
4.4 Coffee		- € 900,00	€ -900,00
4.5 Protopolis		- € 400,00	€ -400,00
4.6 Study Book Fee		- € 175,00	€ -175,00
4.7 Bookkeeping Software		- € 400,00	€ -400,00
4.8 Banking Costs		- € 450,00	€ -450,00
4.9 Printing		- € 250,00	€ -250,00
4.10 Board Insurance		- € 65,00	€ -65,00
4.11 Representation		- € 1.000,00	€ -1.000,00
4.12 Member Passes		- € 100,00	€ -100,00
4.13 Lunch Lectures	€ 800,00	€ 800,00	-
4.14 Phone		- € 160,00	€ -160,00
4.15 Attaining New Board		- € 350,00	€ -350,00
4.16 Activities by the Board	€ 1.600,00	€ 2.200,00	€ -600,00
4.17 Good Ideas Budget		- € 150,00	€ -150,00
4.18 Board Trip 2019		- € 600,00	€ -600,00
4.19 Board Clothing		- € 600,00	€ -600,00
4.20 Committee Clothing		- € 1.000,00	€ -1.000,00
4.21 Posters		- € 350,00	€ -350,00
4.22 External Affairs		- € 100,00	€ -100,00
4.23 Constitution Drink		- € 1.200,00	€ -1.200,00
4.24 EEMCS Activities	€ 500,00	€ 800,00	€ -300,00
4.25 ERO Seminar		- € 200,00	€ -200,00
4.26 Food Helpers Activities		- € 500,00	€ -500,00
<b>Total</b>	<b>€ 4.900,00</b>	<b>€ 15.370,00</b>	<b>€ -10.470,00</b>



#### 4.1 Proto Merchandise

Proto will again sell clothing at Proto to promote, so that everyone recognizes us as we are wearing Proto-green. The clothing will be sold for the prices they're bought. We don't plan to increase the current stock of merchandise, and only sell new pieces by pre-order. This results in a budget of €0.

#### 4.2 Fee OS

This is the yearly fee for participation in the study association discussions. As Proto is a study association, they are a member so the fee is a specific sort of membership fee.

#### 4.3 Food/Drinks

This budget is used for the free tea, sauces, cups, coffee milk and sugar that can be found in Proto. The €550 is based on previous years.

#### 4.4 Coffee

At the end of last year, Proto switched up their coffee brand, as the coffee demand kept rising and rising. This year, the budget for coffee is raised a bit to ensure the free coffee for the quickly rising amount of coffee drinkers.

#### 4.5 Protopolis

These expenses are made to ensure the decency and condition of our beloved association room. The expenses range from aiming to create more storage to making sure the kitchen is nice and tidy.

#### 4.6 Study Book Fee

This fee is paid to keep cooperating with the IAPC to enable members to order books and other study related materials at a certain discount.

#### 4.7 Bookkeeping Software

Proto pays a yearly fee to allow the Treasurer to do the bookkeeping in Unit4. This fee is for usage of the software and customer support from their end.

#### 4.8 Banking Costs

Having a bank account costs money, and this amount is estimated at €450 annually.

#### 4.9 Printing

The printer which is based at Proto is available for board members only. The printer is as expensive as the printer downstairs, so members can still print their stuff for cheap.



#### 4.10 Board Insurance

Proto pays for the insurance that prevents board members to be held responsible in case of calamities of the association. The previous board had already paid for 2 years, so there is a reservation for board 8.0, which is approximately €65.

#### 4.11 Representation

This budget is used to pay for drinks during visiting (candidate) boards, gifts for companies or people who have done something nice for our association. The account is higher than usual as we want to give more appreciation to our members.

#### 4.12 Member Passes

The member passes will again be used next year, as it gives people a physical sense of belonging. The printer does need some maintenance, explaining the costs.

#### 4.13 Lunch Lectures

Proto organizes lunch lectures of which the income goes to the Sponsoring part of the budget plan. Costs of the lecture will be funded by the lecture, while the rest will go into sponsoring.

#### 4.14 Phone

The phone used in Proto needs to be paid as well. The costs are around €160 annually, based on the costs of last year.

#### 4.15 Attaining New Board

As our board will need a successor in due time, money will be spent on attaining new board members for next year. This money is mostly used for both one group lunch and multiple individual lunches.

#### 4.16 Activities by the Board

As board, it is also nice to organize some activities, and for that this budget is used. Proto will pay for this partly, while the rest comes in through participants fee.

#### 4.17 Good Idea Budget

If members send in very good ideas, which benefit the association, this budget can be used to sponsor those ideas.

#### 4.18 Board Weekend 2019

The board weekend will be organized by board 8.0 and is meant to take place in september 2019.



#### 4.19 Board Clothing

The board members will need some clothes to look classy on official occasions. Proto will pay €100 per board member.

#### 4.20 Committee Clothing

Committees need to be able to be recognized immediately at Proto events. This budget is for committees so they can get recognizable clothing. This amount concludes to €15 per committee member, and up to €75 per committee.

#### 4.21 Posters

Events need to be promoted, as such that every committee is able to print five A3 posters per activity on average.

#### 4.22 External Affairs

This budget is used to cover for traveling expenses for the officer of external affairs as well as for the Acquisition committee.

#### 4.23 Constitution Drink

A constitution drink is organized to celebrate the charging of a new board. This drink will be held somewhere in september of 2018, and costs will be around €1200, following last years' trends.

#### 4.24 EEMCS Activities

Proto will participate in some activities shared with other EEMCS associations. Most of the times, this will cost at least some money, so this has been budgeted.

#### 4.25 ERO Seminar

Every 2 years, 3 ERO seminars are sponsored. 2 of those have been used already, so board 8.0 will have one sponsored seminar. As the amount of members is significantly rising, it is important to have enough people with an ERO certificate. Budget has been found to pay for another one.

#### 4.26 Food Helpers Activities

This account has been made to ensure money for helping committees during events that are hosted around dinner time. Like mentioned in our policy plan, this will be €5 per person per activity. We are currently not clear how much is really needed, so we will be mapping the usage of this amount during the first half year. We expect to surpass the amount currently on this post, and will get back at it during the half-years report.



## 5. Reservations

This chapter explains the reservations Proto expect for this financial year.

Source (Reservations)	Income	Expenses	Operating Result
5.1 Lustrum (incl Almanac)		- € 500,00	€ -500,00
<b>Total</b>		<b>- € 500,00</b>	<b>€ -500,00</b>

### 5.1 Lustrum

€500 will be reserved for the lustrum in 2021.

## 6. Result Accounts

The income and costs (Revenue) of the results of some committees:

Result Accounts	Income	Expenses	Operating Result
6.1 TIPCIe	€ 6.500,00	€ 6.500,00	-
6.2 OmNomCom	€ 20.000,00	€ 20.000,00	-
<b>Total</b>	<b>€ 26.500,00</b>	<b>€ 26.500,00</b>	<b>-</b>

### 6.1 TIPCIe

Income, expenses and reservations of the TIPCIe, primarily for organizing drinks.

### 6.2 OmNomCom

Income, expenses, selling and reservations food/drinks in Protopolis. Costs include new purchases as well as reservations for hardware replacements.

### Budget plan of the OmNomCom

Inventory	Worth	expected life span (years)	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
Coffee machine	€200.00	5	2015	€40.00
ICT OmNomCom: Screen	€300.00	3	2018	€100.00
ICT OmNomCom: NUC	€250.00	3	2016	€83.33



**Total worth    €2,000.00**

**Reservation  
total                    €376.90**

Random  
upkeep                €50.00

**Total                    €426.90**





## 7. Appendix A:

## HYTTIOAOAc

Account number	Description	Expected	Reservation	Account number	Description
	<b>VPS</b>				<b>VPS</b>
1001	Virtual Colocation @ SNT	€ -200,00	€ -	1001	Virtual Colocation @ SNT
	<b>ProTube</b>				<b>ProTube</b>
3001	Expected	€ -	€ -	3001	Expected
3002	Unexpected	€ -	€ -	3002	Unexpected
3003	Reservation Usage	€ -	€ -	3003	Reservation Usage
3004	Reservation Top-Up	€ -	€ -100,00	3004	Reservation Top-Up
	<b>Other</b>				<b>Other</b>
9101	Hardware Expected	€ -	€ -	9101	Hardware Expected
9102	Hardware Unexpected	€ -50,00	€ -	9102	Hardware Unexpected
9201	Peripherals Expected	€ -	€ -	9201	Peripherals Expected
9202	Peripherals Unexpected	€ -50,00	€ -	9202	Peripherals Unexpected
9301	Domain names Expected	€ -77,95	€ -	9301	Domain names Expected

Reservation	
start of the year	end of the year
€ 100,00	€ 200,00

Mini budget plan of the HYTTIOAOA committee, plan for next year.