



**MedWet**

L'initiative pour les zones humides méditerranéennes  
The Mediterranean Wetlands Initiative  
مبادرة المناطق الرطبة المتوسطية

**Doc. SGI6/AG4 - 2**

**16<sup>th</sup> Meeting of the MedWet Steering Group  
and  
4<sup>th</sup> Annual General Meeting of the MedWet Secretariat Association**

**14:30 – 18:00, 3 November, 2017 at City Hotel Ljubljana, Slovenia,**

**Preliminary financial report for 2017 and provisional budget 2018**

**[I - Report Budget 2017 updated on September 30](#)**

**► EXPENSES updated on 30 September 2017 and re estimated Budget 2017**

**• Employees**

- Cost saving: the coordinator Delmar Blasco left MedWet Secretariat and have not been replaced
- Recruitment: Isabelle Perroud as administrative and financial officer

**• Consultants**

- Cost saving: we can note cost savings for travel and mission compared to what was budgeted.
- under discussion: the services of the consultant N. Benessaiah on the Youth Parliament project and Countries Profile project.

**• Communication / Training**

To be noted: MedWet Secretariat has 33000 euros left to be used into 2017 / 2018 from the MAVA Operation Grant 2016/2017. We will explain below how this fund will be spent – for moment it is in discussion with Luis Costa of MAVA Foundation. In the end of 2017, we would like to propose to Corinne Brunois to start working on the communication tools.

- **Expenses – MAVA Projects**

We do not yet have full visibility of the schedule of the expenses on MAVA projects started in July and September 2017. Therefore we consider all planned expenses on activities and allocate them on pro-rata to the months engaged for the projects.

- **Others expenses**

- Cost saving : we have estimated several costs for the rest of the year
- office rent: as Delmar Blasco left his office, the TDV reduced the annual Office rent
- Accounting and audit: from September 2017 we start a classic analytical accounting system. This decision divides the cost of the accounting service into 2 on the last quarter of the year.
- Request for material: Mailis needs to buy a small portable computer and a camera

► **INCOMES updated on 30 September 2017 and re estimated Budget 2017**

- **Contribution from countries**

93590 Euros were paid in total out of invoiced 133398 Euros for 2017. There are still countries that have not paid their annual fees, notably Spain which represents one the important contributions. But as noted from the previous years, Spain contribution has been always paid during the last quarter of the year. However, taking into account Spain's contribution there will still be a financial deficit of 15000 euros in annual country contributions.

- **Operating grants**

- The French Water Agency : the operation was successfully renewed for funding from May 2017 to April 2018.
- The MAVA operating grant ended 31 July 2017. This funding will not be renewed. The MAVA Foundation proposed to the MedWet Secretariat to integrate the project-based funding model of MAVA with theirs 3 years news programs.

- **MAVA Project Grants**

The four grants are straddling on annual accounting period 2017 and 2018. These grants will be pro-rated based on 2017 spending (when we will close the annual accounts)

## [2 – MAVA 2016 – 2017 budget carry over \(ended 31/07/2017\)](#)

The MAVA grant ended 31 July 2017. For the last year of funding, expenditures are lower than expected. As mentioned the coordinator was not replaced. In addition, the communication officer spent a part of her working time on projects development at the office to ensure the perennality of the structure.

The MAVA foundation proposed to the MedWet Secretariat to make a proposition promptly to use the 33000 Euros on specific actions and especially complementing the MAVA M1, M2 and M3 activities.

The MedWet Secretariat defined 2 axes of work with this part of fund:

- **The creation of a communication brochure MedWet – MWO – STN – Networks of managers**
- **The creation of a portfolio MedWet in the framework of the M3 MAVA communication campaign**

	EXPENSES			INCOMES		
	2017	2018	total	2017	2018	total
<b>MAVA 2016 - 2017 Budget carry over</b>						
<b>BROCHURE 2018 MedWet + MWO + STN + Networks of managers</b>						
Mailis - Communication officer (16*300)	1200	3600	4800	2647	30353	33000
Abder - Assistant Communication (16*150)		2400	2400			
Corinne - Consultant Communication (4*724)	1448	1448	2896			
Isabelle - Admin and fin officer (3*300)		900	900			
Services Graphic design (translation 3 languages - printing)		8000	8000			
<b>PORTFOLIO MedWet / M3 communication Campaign Projects</b>						
Mailis - Communication officer (10*300) conception support		3000	3000			
Corinne - Consultant Communication (1*724) conception support		724	724			
Abder - Assistant Communication (18*150) preparation technical fiches		2700	2700			
Isabelle - Admin and fin officer (7*300) preparation technical fiches		2100	2100			
Graphic design		2500	2500			
Proofreading 3 languages		1000	1000			
Printing		2000	2000			
	2648	30372	33020			33000
	8	92	100%			

### 3 – Provisional 2018 Budget

#### ► EXPENSES 2018

##### • Human Resource

###### Employees

The MedWet actual team is composed of Mailis Renaudin as Communication Officer and Isabelle Perroud as Administrative and Financial Officer.

Under discussion by the Friends of the Chair (FoC):

- The recruitment of a new Coordinator
- The transition from a consultancy status to an employee status for Abder Smari

###### Consultant

Under discussion by the FoC:

- Nejib Benessaiah
- Alessio Satta (contract ending in December 2017)

##### • Operating actions of the Secretariat MedWet

###### Meetings

There will be expenses for the meeting of the governing bodies of MedWet Com will take place at the COPI3 in Dubai.

The MedWet Secretariat expenses for the event (travel and accommodation, presentation stand, communication tools)

##### **MAVA 2016-2017 Budget carry over**

Proposition set above

- **Activities financed by the MAVA Foundation**

The grants are straddling on annual accounting period 2017 and 2018 and accounting period 2018 and 2019. Consultants and employees are deduced.

- **MedWet STN** The project has been submitted to the EU COST funding in September 2017.

- **Others running costs**

Amount estimated for travel costs but most of them are already included on MAVA projects.

- **Administrative expenses**

In the case of recruitment of a new coordinator, there will be additional costs (computer equipment, mobile phone, adjusted office rent, etc....)

- ▶ **INCOME 2018**

2 grants are still pending:

- French Water Agency 2018/2019 : under discussion with Jean Jalbert
- European Union – Cost project: project in progress with Alessio Satta