

TRIENNIAL FINANCIAL PLANNING 2020-2022

	2020	2021	2022
REVENUE			
1) Dues revenue	260'000	260'000	260'000
2) In-kind dues revenue	22'000	22'000	22'000
3) Independent members revenue	1'500	1'500	1'500
4) General donations	5'000	5'000	5'000
5) Restricted Funds - Donations (BRPID, Hegg Hoffet, Fellowships and Grants Fund	18'000	18'000	18'000
6) Restricted Funds - Fundraising (BRPID, Hegg Hoffet, Fellowship & Grants Fund)	7'000	7'000	7'000
7) Fundraising	6'000	6'000	6'000
8) Fundraising - Teachers for Rural Futures	3'000	3'000	3'000
9) Escalade fundraising	1'000	1'000	1'000
TOTAL INCOME	323'500	323'500	323'500
EXPENSES			
Programme			
10) Advocacy - Affiliation fees for United Nations agencies and committees	1'000	1'000	1'000
11) In-kind contribution of CFUW (Advocacy, BRPID & Membership development)	22'000	22'000	22'000
12) Advocacy - International (including travel expenses, membership, advocacy)	4'000	4'000	4'000
13) Membership development	5'000	5'000	5'000
14) Fundraising, grants writing, fund development	3'400	3'400	3'400
15) Marketing, communication, media	3'000	3'000	3'000
16) Communication (internet, website, mailchimp, Hootsuite, Zoom, Skype)	10'000	10'000	10'000
17) Restricted Funds - Grants	25'000	25'000	25'000
18) Teachers for Rural Futures	3'000	3'000	3'000
Total	76'400	76'400	76'400
Governance			
19) Board meeting	7'000	7'000	7'000
Total	7'000	7'000	7'000
General administration			
20) Salaries, other personal costs and charges	176'000	176'000	176'000
21) Office rent, cleaning and electricity	24'600	24'600	24'600
22) Insurance	2'400	2'400	2'400
23) Office supply & stationary	2'000	2'000	2'000
24) Telephone, internet postage	2'200	2'200	2'200
25) Audit	4'400	4'400	4'400
26) Bookkeeping	14'000	14'000	14'000
27) IT maintenance and infrastructure	7'500	7'500	7'500
28) Bank charges	2'500	2'500	2'500
29) Exchange differences	500	500	500
30) Consulting fees	4'000	4'000	4'000
Total	240'100	240'100	240'100
TOTAL EXPENDITURE	323'500	323'500	323'500

NOTES

- 1) **Dues revenue:** Expected income from dues based on the membership of 2019.
- 2) **In-kind dues revenue:** Dues payment is given in the form of services instead of payment. Such an arrangement helps GWI to extend its work without hiring additional staff. CFUW, by far the largest NFA of GWI, has the capability and capacity to provide such services. A Memorandum of Understanding, about to be signed by GWI and CFUW, describes the services provided by CFUW during the Triennium.
- 3) **Independent members' dues:** Estimate based on previous year.
- 4) **Donations:** Donations to be used at the discretion of the Board (advised by the Executive Director).
- 5) **Donations for Restricted Funds:** Restricted Funds include the *Bina Roy Partners in Development Programme* (BRPID), the *Hegg Hoffet Fund* and the *Fellowships & Grants Fund*.
- 6) **Fundraising for Restricted Funds:** BRPID will no longer be funded by VGIF beginning in 2019. GWI has therefore already started its own fundraising program in 2019. The annual total amount of the programme varies by year depending on the number of applications received and approved. Other Restricted Funds might also benefit from fundraising.
- 7) **General Fundraising:** Funds to be used for special purposes as decided by the Board and the Executive Director. Conservative and reasonable goal based on past years.
- 8) **Fundraising - Teachers for Rural Futures:** This project run by the office supports GWI's mission. The amount indicated corresponds to the amounts we have been collecting via GlobalGivings in 2017 and 2018.
- 9) **Escalade fundraising:** The event promotes GWI mission of advancing the status of girls through education, involves International Geneva, supports visibility of GWI in Geneva and provides additional funds.
- 10) **Advocacy - Affiliation fees for United Nations agencies and committees:** Self-explanatory.
- 11) **In-kind services of CFUW:** See 2)
- 12) **International advocacy:** Funds are used not only to advocate (with the UN and its agencies, the World Bank, ILO, IMF, WTO, US State Department) on behalf of our NFA countries. They also contribute to NFA members learning to become global leaders in advocacy and policy making within their own countries with opportunities to interface with other women leaders at the global level. We see this as an investment in our NFA members.
- 13) **Membership development:** GWI wants to build up the membership worldwide by actively helping the NFAs to recruit members. This amount also serves to pay for regional meetings. Regional meetings can receive a subsidy of 500 Swiss Francs from GWI over a period of three years. The board can decide to set aside a provision for the next General Assembly and Conference in 2022.
- 14) **Fundraising, grant writing, fund development:** Self-explanatory.
- 15) **Marketing, communication and media:** Development of materials for membership recruitment campaigns for NFAs, fundraising campaigns and alliances with other advocacy groups and corporate relationships.
- 16) **Communication:** All expenses associated with the management of GWI international communication efforts including website, social media, video conferencing, newsletters.
- 17) **Restricted Funds Grants:** See 5) and 6).
- 18) **Teachers for Rural Futures:** University fees and stipends for students in Uganda enrolled in the programme.
- 19) **Board meeting:** Board members can request 90% of the travel cost for meeting face-to face. Other expenses are covered by the board members.
- 20) **Salaries:** To cover payroll and payroll related taxes and insurances required under Swiss law for one Executive Director and one employee at 60%. The executive director, with the help of the 60% staff, provides the staff function for the overall operational management of the organisation - NFA member retention and recruitment, independent members, advocacy and communication programmes (United Nations Human Rights Council written and oral statements; CEDAW and UPR recommendations, Commission on the Status of Women statements), collaboration with United Nations committees, bi-weekly Newsletter, website and content management, social media campaigns and management, internship programme, volunteer staff management and all other organisational operations.
- 21) **Office rent, cleaning and electricity:** Self-explanatory. The 2020-2022 period is covered by a rental contract.
- 22) **Insurance:** D&O policy insurance and liability and insurances required under Swiss law.
- 23) **Office supply& stationary:** Self-explanatory
- 24) **Telephone, internet postage:** Self-explanatory
- 25) **Audit:** Cost for a limited statutory audit of the Graduate Women International annual accounts (balance sheet, income statements and notes) considering a small makeup as compared to 2018.
- 26) **Bookkeeping:** Service paid by the hour for professional bookkeeping. Proposed amount is based on the expenses of the two previous years.
- 27) **IT maintenance and infrastructure:** This includes management and upkeep of GWI's database, listservs, discussion platforms, email, financial management, membership management, Microsoft licenses and hardware replacements.
- 28) **Bank charges:** Self-explanatory
- 29) **Exchange differences:** Self-explanatory
- 30) **Consulting fees:** Covers cost incurred for legal advice provided to the board and the executive director, if required.