

Future activity plan and budget proposal for 2018

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ERFP Secretariat

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26th – 27th August 2017



ERFP

European Regional Focal Point
for Animal Genetic Resources



Future activity plan for 2018

- Assembly meeting 2018
- Submission of HORIZON 2020 proposal
- Possible amendments of MyPoW 2019 – 2022
- Strengthen the ERFP communication tools
- Build up the EUGENA portal
- EFABIS and European Node Manager
- Establishment of new WG In situ conservation; strengthen the work
- ***Proposals and ideas for new Ad hoc Action's – 2 received***
- Activities and meetings of the WGs and TFs (meeting proposals)



Election of the new member of the SC

- **Leaving**

Albania

Kristaq Kume

Member “South Region”

since 2013

end 2017

- **Nomination**

Serbia

Srdjan Stojanovic

Member “South Region”





ERFP Secretariat 2018 – end of term

- Current Secretariat 2014-2018
- Election - by the Assembly
- A re-election – max. 4-year period is possible
- Proposals - invited by the Assembly one year before the end of the 4-year period
- NCs may propose offers made by any institution within their country they consider competent to host the Secretariat. Such offers should be made in a standardized format.
- The rules - Annex 3 of the ToR.





Applications time schedule

24th August 2013 “Procedure for the election of the ERFP Secretariat”; Nantes

26th August 2017 Call for applications for hosting the Secretariat

30th August 2017 Letter to all NC - tender is opened; explanation of the procedure

15th December 2017 Reminder - via email to all National Coordinators

31th December 2017 Deadline for the applications

31th January 2018 ERFP Secretariat - application documents to the SC

31th March 2018 Evaluation/overview of the applications by SC + Sec.

30th April 2018 ERFP Secretariat forwards application documents and overview of the applications to all National Coordinators via email

Responsibilities of the Secretariat

- Distribute information on AnGR/facilitate communication
- Communicate with the GPA at FAO/other regional focal points
- Secretarial/organizational support to the Assembly
- Secretarial support to the SC, WG, TF, Ad hoc actions
- Provide technical and financial reports on a regular basis
- Execute decisions made by the Assembly and the SC
- Financial management of the ERFP budget
- Maintain and update the ERFP website
- Publish the ERFP newsletter



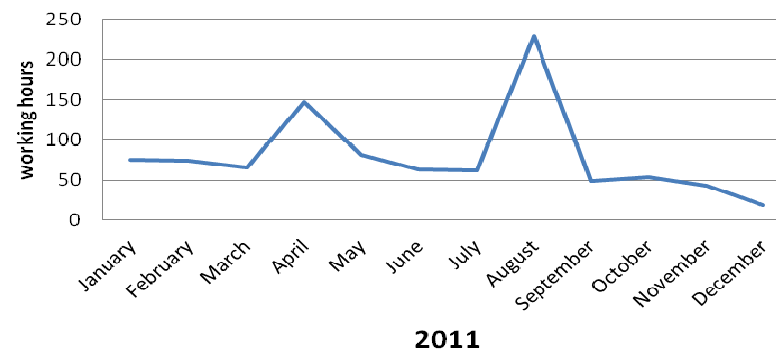
Workload

	Jan – Dec 2011	Jan – June 2012
hours total	965	420
hours per month	80	70
personnel costs total	€ 40,200	€ 17,500
personnel costs per month	€ 3,350	€ 2,916
travel expenditure	€ 3,315	---

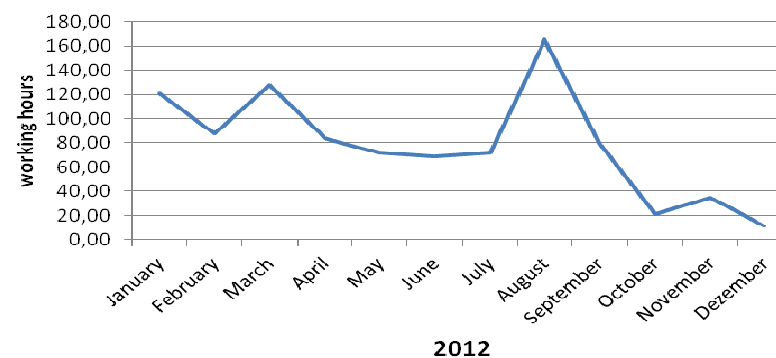
	January – December 2012	January – June 2013
hours in total	945	587
hours average per month	79	98
personnel costs in total	€ 39,300	€ 23,200
personnel costs average per month	€ 3,300	€ 3,860

	January – December 2013	January – June 2014
hours in total	1361	491
hours average per month	113	82
personnel costs in total	€ 55,300	€ 20,040
personnel costs average per month	€ 4,610	€ 3,340

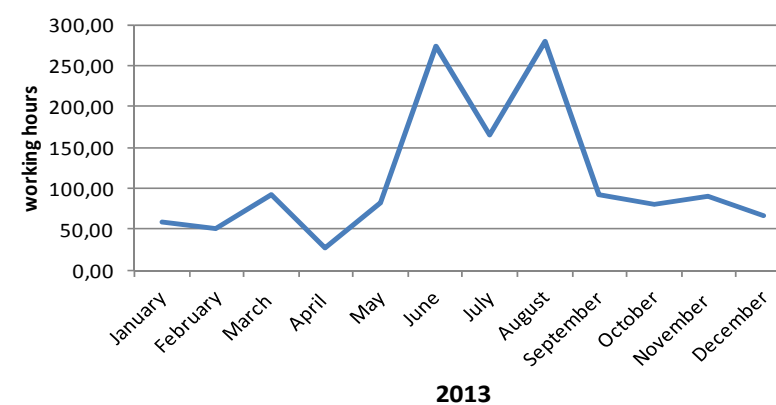
ERFP Secretariat work peaks



ERFP Secretariat work peaks



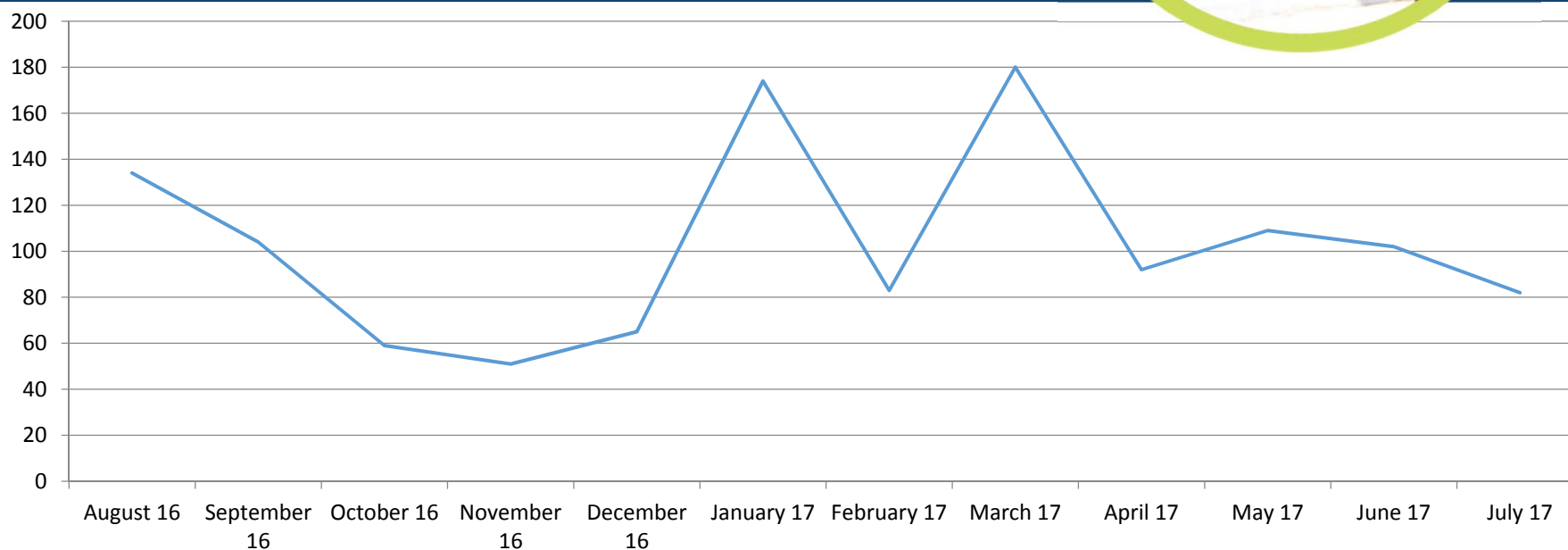
ERFP Secretariat work peaks



Workload

August 2016 - July 2017

hours (total)	1235
Average (month)	78
Personnel costs (total)	35.790 €
Personnel costs (month)	2.983 €





Application documents

- the applicant institution (complete name and address),
- competence in the field of the AnGR (goals of ERFP),
- experience (international collaboration, co-ordination, networking, communication),
- the absence of possible conflicts of interests between hosting the ERFP Secretariat and applicants other business (NC),
- the capability (description of staff, infrastructure, workload) to host the Secretariat and the ERFP website,



Application documents

- presence of fluency in English of the proposed staff for this task,
- the financial conditions of their offer (expenses for hosting the Secretariat and a comprehensible calculation thereof), especially the costs involved to ERFP
- a one-paged vision paper
- supporting letter of the concerned NC for the application and the eligibility of the applicant institution and a formal commitment of the applicant institution is needed.

Budget Proposal 2017

Budget	Spent 2014 (final) (€)	Spent 2015 (final) (€)	Spent 2016 (final) (€)	Accepted budget 2017 (€)	Proposal 2018 (€)
Assembly	10,649,38	4.776,49	11.283,33	20.000,00	20.000,00
Steering Committee	4.402,65	2.913,00	4.212,83	7.000,00	6.000,00
Secretariat incl. working funds	10.000,00	17.000,00	17.000,50	17.000,00	17.000,00
Website maintenance (BLE)	-	5.000,00	5.000,50	5.000,00	3.500,00
ERFP website and communication tools				20.000,00	3.000,00
ERFP Working Group Documentation	8.002,49	8.896,75	8.143,33	13.000,00	11.000,00
ERFP Working Group Ex Situ	8.361,92	9.855,24	5.625,89	13.000,00	11.000,00
ERFP Working Group In Situ					11.000,00
Task Forces	3.277,28	2.477,97	6.504,10	14.000,00	9.200,00
<i>Ad hoc</i> Actions	20.513,89	-	20.778,29	20.000,00	15.000,00
EUGENA logo and portal				20.000,00	5.000,00
EFABIS	6.000,00	6.000,00	6.000,50	6.000,00	6.000,00
EAAP overheads, bank charges	5.000,00	5.000,00	5.203,20	5.300,00	5.300,00
total:	86.166,36	61.919,75	89.752,97	160.300,00	123.000,00



ERFP

European Regional Focal Point for
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photos: ERFP archive