

E-GVAP**Date: 06.09.2011****Quarterly Income and Cost Statement**

Q2 Statement	Year to date	Forecast to end of year	Balance (Forec - YtD)	Approved budget	Next year's planned budget
REVENUE:					
R1 Contributions from participating members	97,634	97,634	0	97,634	97,633
R2 Surplus approved for use in year as S2	21,366	21,366	0	21,366	21,367
R3 Allocated in 2010 for use in 2011	5,000	5,000	0	0	0
Total revenue	124,000	124,000	0	119,000	119,000
COST:					
C1 PM Salary	17,324	43,000	-25,676	43,000	43,000
C2 Travel	3,145	25,000	-21,855	25,000	25,000
C3 Travel before 2011	2,227	5,000	-2,773	0	0
C4 Work Package hub and processing UKMO	12,750	25,500	-12,750	25,500	25,500
C5 Work Package quality control facility KNMI	25,500	25,500	0	25,500	25,500
Total cost:	60,946	124,000	-63,054	119,000	119,000
Balance in year - surplus / (deficit)	63,054	0	63,054	0	0
SURPLUS					
<i>Surplus at start of year at EIG</i>	53,278	53,278	0	53,278	38,489
<i>Surplus at start of year at DMI</i>	6,577	6,577	0	6,577	0
S1 Surplus at start of year (total)	59,855	59,855	0	59,855	38,489
S2 Approved allocation to revenue	-10,683	-21,366	-10,683	-21,366	-21,367
S3 In year project surplus or deficit	63,054	0	63,054	0	0
S4 Surplus at end of period *	112,226	38,489	52,371	38,489	17,122

Name of the Programme

Date: XX.XX.20XX

End of Year (YYYY) Income and Cost Statement

	YYYY End of Year Statement	YYYY Approved Programme Budget	Difference from Budget	Approved (YYYY+1) Programme Budget
REVENUE:				
R1 Contributions from participating members	0	0	0	0
R2 Contributions from new members	0	0	0	0
R3 In kind contributions	0	0	0	0
R4 Additional Contributions	0	0	0	0
R5 Surplus approved for use in year as S2	0	0	0	0
R6 Interest	0	0	0	0
R7 xxxxx	0	0	0	0
R8 xxxxx	0	0	0	0
R9 xxxxx	0	0	0	0
Total Revenue	0	0	0	0
COST:				
C1 PM Salary	0	0	0	0
C2 PM Travel	0	0	0	0
C3 Work Package costs	0	0	0	0
C4 Technical Studies/ Special projects	0	0	0	0
C5 Instrument/Equipment purchases	0	0	0	0
C6 Maintenance (hardware, instruments etc)	0	0	0	0
C7 Development (software, instruments etc.)	0	0	0	0
C8 Integration of new partners	0	0	0	0
C9 Data Procurement	0	0	0	0
C10 Subsidies/Compensation	0	0	0	0
C11 xxxxx	0	0	0	0
C12 xxxxx	0	0	0	0
Total Cost	0	0	0	0
Balance in year - surplus / (deficit)	0	0	0	0
SURPLUS				
S1 Surplus at start of year	0	0	0	0
S2 Approved allocation to revenue	0	0	0	0
S3 In year project surplus or deficit	0	0	0	0
S4 Surplus at end of period	0	0	0	0

Explanatory notes:**Terminology:**

(Year) End of Year Statement: Include here how much you have really received/spent during the full year including the costs of any work that has been carried out in 2009 but not paid yet

(Year) Approved Budget: This is the Budget that the Assembly originally approved, - you could taken this from your last year's End of the Year report, because in that one you always indicate the (Year+1) Approved Budget

Difference from Budget: What was the difference between what the Assembly approved and what you have really received/spend during the year. Where there is a difference, a brief explanation under the table is helpful e.g.
 - E1 is less because this reflects the true costs of the Programme Management which are marginally less than the budgeted figure
 - R2 is more because new Members joined the programme during 2009 that were not known at the time of the budget being set

Approved (Year+1) Budget: Include here the figures that the Assembly has approved for the new year

The Revenue and Expenditure Items (R1..R9 and E1...E12) have been given only as examples:

=> you can rename revenue and expenditure items as you see fit

=> please remove the ones you don't need and correct the running numbering accordingly

For additional contributions: Here you should indicate how much of the carried surplus the Assembly has approved you can use during the year

e.g. in the ECSN KNMI is subsidising the Programme by 15k€/year, E-AMDAR some Members are buying additional data for benefit of all Members, SatRep - 3 Members are making operationally the SatRep product...(information can be found from the approved budget)

R5 - Surplus approved for use in year as S2: Here you should indicate how much of the carried surplus the Assembly has approved you can use during the year

S1 - Surplus at start of year: Your Programme's TOTAL surplus

S2 - Approved allocation to revenue: The Assembly's approved usage of surplus (should show as negative figure in the table)