

Draft budget WCA

WCA Budget - Draft 01

Work in Progress

1 July 2012 - 30 June 2013

	Unit price	Number	Total	notes
Administration				
Rent	750,00 €	8	6 000,00 €	November 2012-June 2013
Utilities	250,00 €	8	2 000,00 €	Electricity etc.
Insurance	50,00 €	12	600,00 €	Recurring, various civil responsibility insurance (need of a liability insurance for officers?)
Bank fees	150,00 €	12	1 800,00 €	Might be quite important, re: exchange rate and dealing with many currencies
Accounting (external)	50,00 €	104	5 200,00 €	Unit price = €/hr 2hrs/week on average - Bookkeeping, first outside the association
Legal fees	60,00 €	15	900,00 €	Unit price = €/hr - Includes the occasional lawyer advice
Legal reserve	1 500,00 €	1	1 500,00 €	Reserve - Needed to be ready for anything that might happen
Telephone & Telecommunications	180,00 €	12	2 160,00 €	includes mobile, internet hosting, roaming etc.
Postage	100,00 €	12	1 200,00 €	
Office supplies	100,00 €	8	800,00 €	Day to day office supplies
Computers	1 200,00 €	5	6 000,00 €	Computer desktops & laptops
Maintenance	100,00 €	8	800,00 €	Reserve: various repairs & Installation
Miscellaneous	1 000,00 €	1	1 000,00 €	Reserve
One time costs start				
Office search (Agency)	2 200,00 €	1	2 200,00 €	1 time thing to find the office
Fixtures and equipment (Office furn)	2 000,00 €	1	2 000,00 €	Big lump sum at the beginning, then a small recurring sum
Decoration	500,00 €	1	500,00 €	At the beginning
Founding fees	1 500,00 €	1	1 500,00 €	TO BE DEFINED with location, fee is placeholder
Supplies	500,00 €	1	500,00 €	
Miscellaneous	1 000,00 €	1	1 000,00 €	Reserve
TOTAL ADMINISTRATION			37 660,00 €	

