



Baltic Sea Parliamentary Conference
The Secretariat

Approved by the BSPC Standing Committee in Warsaw on 20 April 2022

Financial Report 2021 for the BSPC Joint Financing Mechanism (JFM)

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A. Introductory remarks and overall result

As everywhere else, the year 2022 continued to be a particular challenge in the BSPC's work due to the ongoing COVID-19 pandemic and its associated consequences.

Nearly all meetings of the Standing Committee with additional two seminars, the Secretary Level and the Working Group again had to take place in digital form. Only one meeting, the Standing Committee on 14-15 November 2021 could take place on site in Hamburg.

The BSPC managed to very successfully hold the 30th Annual Conference on 30 August 2021 in a digital format based on the Standing Committee's corresponding decision on 31 May 2021. The results were again utterly comparable to previous years with a similar number of more than 190 participants. Attendance at the digital Standing Committee meetings was consistently higher because of reduced scheduling conflicts with other commitments. In that way, it was for the first time possible to include four ministers and vice-ministers of foreign affairs from the host country as well as from the former, current and upcoming CBSS presidencies. The anniversary conference also included a ceremonial session with former BSPC Presidents and attracted all relevant European Parliamentary organisations and nearly all BSPC partner organisations.

The meetings of the Standing Committee in February and in May, the meetings of the BSPC Working Group on Climate Change and Biodiversity in March, May and October and the Secretary Level meetings in February, May and October, all of which had to take place again in a digital format, could also be held without any restrictions on the same high level of content.

According to the Rules of Procedure, certain technical framework conditions had to be complied with due to the high demands on secure digital formats for parliamentary work and the translations provided in each case.

In this respect, we continued to use reliable technical possibilities, which are subject to high security and data protection precautions, meet high standards in interpreting and which are also used intensively by ministries and embassies.

On the one hand, this meant that the Committee meetings were more expensive than planned in the budget. On the other hand, this meant considerably less expenditure in the implementation of the Annual Conference.

In addition, we could save most of the travel costs and reduce costs in other sectors.

That resulted in a reduction of € 13,819, meaning that only 93 % of the budget were used in the year 2021.

That increased the unused budget funds from € 129,712 in 2020 to € 143,531 in 2021. A closer look at this overall result reveals the more detailed savings in the respective areas.

Of the budgeted amount of € 112,000, only 88 %, i.e., € 98,142, was used for current administrative costs.

That means in detail:

Travel expenses were only incurred in the last three months of the year. Only 26 % of the corresponding funds were used.

Moreover, by merging with other BSPC committee meetings, Secretary Level meeting costs could be limited to 71 % of the individual approach.

The Standing Committee's meeting costs exceed at first glance the nominal estimate of € 15,000 by a total of € 4,825 and are thus 132 % of the planning estimate.

A closer look at the individual expenses, however, reveals, that the costs for the actual meetings of the Standing Committee remained below budget.

The expenses exceeding the budget are due to the separately conducted digital seminar on 1 February 2021, on which the Standing Committee had decided on 16 November 2020 as an unscheduled project, the costs of which could have been covered by unused funds if necessary.

Excluding the costs of this seminar, only 84.77 % of the planned funds for the Standing Committee meeting were used, and with a total volume of € 12,715, they are below the planned amount of € 15,000.

The costs for the Working Group meetings, including the publication of the Working Group's mid-way report on Climate Change and Biodiversity, are 7 % higher than the planned costs.

One cost reduction was achieved by holding the digital Standing Committee meeting together with the seminar and the CCB Working Group's digital meeting on the same day (31 May 2021), thus splitting the daily costs.

Without the costs for the 30-years print publication, which the SC also decided on as an additional and unbudgeted project, only € 45,826, i.e., 89.85 % of the funds for the Annual Conference, would have been used.

Therefore, we could cover the costs for the printing essentially by the funds not used for the Annual Conference.

Only 27 % of the funds for information and communication were used, even if the funds for the reports' layout are under the budgeted amount (€ 1,198 compared to an estimate of € 2,000, i.e., 60 %).

Thankfully, the BSPC rapporteurs have been as active as ever this year. They elaborated excellent reports which have been published on the website.

All in all, it can be stated:

The BSPC could achieve substantial budget savings also in 2021.

As a result, the Joint Financing Mechanism shows a surplus of € 143,531.

In that way, the BSPC's budget situation has never been as excellent as it is now, in all its 30-year history.

1. The BSPC Joint Financing Mechanism (JFM)

1.1 Financing of the BSPC

The activities of the BSPC in 2021 were financed through five, in principle unchanged, channels:

- Firstly, the costs for delegates appointed by the member parliaments and parliamentary organisations to participate in BSPC activities – such as the Standing Committee, the Annual Conference, Working Groups, etc. – were paid by the sending parliament or parliamentary organisation itself.
- Secondly, the operating costs of the BSPC Secretariat were covered by the BSPC Joint Financing Mechanism (JFM), which the BSPC had established in 2007. The nominal budget of the JFM (total running costs) is € 112,000. This sum has remained unchanged since 2007 and had been exceptionally complemented in 2016 concerning the Silver Jubilee by unused means from former years.
- Thirdly, the remuneration costs (which include de facto nearly all costs for personnel and technical support) of the BSPC Secretary General (€ 80,000) were covered by the BSPC Joint Financing Mechanism, including some personnel costs covered by the Landtag Mecklenburg-Vorpommern for 2021.
- Fourthly, the costs for the digital 30th Annual Conference, which also include the costs for the digital Drafting Committee meeting and the interpretation during the Baltic Sea Parliamentary Youth Forum, were fully covered by the BSPC Joint Financing Mechanism. That includes the costs for interpretation, technical support, the digital publication of preparatory conference materials, including some of the BSPC Rapporteurs reports as well as the layout, design, image editing and print of the 30-years publication.
- Fifthly, as for meetings in other BSPC bodies, the parliament hosting the meeting usually provides specific basic amenities, for instance a meeting room. The Parliament of Hamburg thankfully covered the dinner and catering costs in November for the Standing Committee meeting as well as the costs for the venue as well as the technical and COVID-adequate equipment. However, the interpretation costs have also been covered in 2021 by the JFM.

1.2 Basis for the JFM in 2021

The BSPC Rules of Procedure adopted by the 20th BSPC in fall 2011, and amended by the 28th BSPC in 2019, include provisions by the JFM for the BSPC Secretariat. They have served as the formal basis for the JFM since 2012.

1.3 Purpose of the JFM

The joint financial resources for the BSPC Secretariat should be allocated to, but not limited to,

- interpretation and other meeting costs for meetings in various BSPC bodies, including the Annual Conference;
- compilation and layout (only exceptionally printing) of the BSPC Conference Report and of other joint documents from the BSPC bodies;
- information activities and maintenance of the website (www.bspc.net);
- remuneration of the BSPC Secretary General;
- travelling expenses for the Secretariat to Standing Committee meetings, Secretary Level meetings and other relevant internal and external meetings and conferences.

That does not exclude the possibility of financing other types of common activities via the JFM.

The Standing Committee decides, in its fall meeting, on the nominal sum of the contributions to the Joint Financing Mechanism in the following year.

The BSPC Standing Committee agreed in its digital meeting on 15 November 2021 in accordance with Paragraph 11.3 of the BSPC Rules of Procedure on the same contributions for 2022 as in the previous years.

1.4 Management of the JFM

All BSPC member parliaments contribute to the JFM according to a cost-sharing model described in Section 11 and Annex 3 of the BSPC RoP from 2019.

At the latest at the beginning of each year, a letter of request is sent to the member parliaments of the BSPC, asking them to remit their contributions to the JFM.

Contributions are deposited in a dedicated account in the German Bundesbank. Since the BSPC budgetary affairs have been administratively located at the Landtag Mecklenburg-Vorpommern, the receiving Landeszentalkasse Mecklenburg-Vorpommern administers the account. By letter of 20 December 2019 to the Secretary General of the BSPC, the Minister of Finance of the federal state Mecklenburg-Vorpommern agreed to the further handling of the budget implementation for BSPC funds by the State Central Treasury in the State Office for Finance until the closing date for bookings in December 2021. The State Parliament of Mecklenburg-Vorpommern has agreed by consensus in its plenary sessions on 10 December 2020 and on 15 December 2021 that the Landtag will continue to perform the tasks associated with its involvement in the BSPC and support the work of the Baltic Sea Parliamentary Conference as before.

The new Minister of Finance of the federal state Mecklenburg-Vorpommern agreed with a letter of 22 December 2021 to the Secretary General of the BSPC to the further handling of the budget implementation for BSPC funds by the State Central Treasury in the State Office for Finance until the end of December 2023.

The Secretary General has the right to administer and use the JFM. The right to authorise expenses on the JFM account is vested in the Landtag administration. The account is subject to audit by the state.

All contributions to the JFM for 2021 have been paid (see *Table 1 in Section 3.1*).

The request letter for contributions to the JFM in 2022 was issued on 22 December 2021. Members were kindly asked to remit their contributions no later than 22 February 2022.

Annex 3 of the BSPC Rules of Procedure lists the relative cost shares of the contributions of the BSPC members to the JFM – based on the 26th BSPC resolution now with 2 decimal places after the decimal point.

2. Looking Back: JFM Result in 2020

The total expenditure for the JFM in 2020, as of 31 December 2020, amounts to € 150,778. This yields a total budget surplus of € 41,183.

In summary, most results are significantly below expectations. The result for Travel for the very most part fell below budget because meetings and events in 2020 were cancelled after mid-March due to the COVID-19 pandemic. The result for Meeting Costs similarly is well below budget because they were covered more by hosting parliaments or the meetings were cancelled. Interpretation costs were almost as planned, especially because of necessary technology for the digital meetings and the interpretation. Costs for Documentation are below budget. The Information/Communication budget was only used for less than a quarter of the planned amount.

The Standing Committee approved the Financial Report 2020 at its meeting on 22 February 2021. Furthermore, the Standing Committee unanimously decided at its meeting on 25 August 2019 in Oslo to publish the Financial Report for the BSPC Joint Financing Mechanism (JFM) for reasons of transparency on the BSPC website.

The Financial Report 2020 was subsequently published both under the 30th Annual Conference and in the general information about the BSPC:

<https://www.bspc.net/att-7-2-draft-fr-2020-v-17022021/>
<https://www.bspc.net/att-7-2-draft-fr-2020-v-17022021/>

3. Financial Result in 2021

3.1 Income in 2021

The BSPC Standing Committee agreed at its meeting on 22 February 2021 on the proposed distribution of contributions to the BSPC Joint Financing Mechanism (JFM) in 2021.

The total nominal sum of the contributions to the JFM in 2021 was € 191,961. Previous years saw total projected expenditures of € 192,000. That covers the running costs of the Secretariat

(€ 112,000) as well as the remuneration (€ 80,000 which includes de facto nearly all costs for personnel and technical support) of the BSPC Secretary General. Some additional personnel costs were covered by the Landtag Mecklenburg-Vorpommern.

The letter of request for contributions to the JFM in 2021 was issued on 7 December 2020. As of 31 December 2021, the total actual income was € 191,961 (see Table 1).

Table 1. BSPC Income in 2021, EUR

Financial Contributions to the BSPC Joint Financing Mechanism in 2021, in euros		
"Big" Countries	Share	Paid
Denmark	17 968	17 968 (12.01.)
Finland	17 968	17 968 (12.01.)
Germany (Bundestag)	17 968	17 968 (17.02.)
Norway	17 968	17 968 (12.01.)
Poland (Sejm + Senate)	17 968	17 968 (17.+11.02.)
Russia (Duma + Fed. Council)	17 968	17 968 (16.03.)
Sweden	17 968	17 968 (12.01.)
"Small" Countries		
Estonia	5 989	5 989 (11.02.)
Iceland	5 989	5 989 (12.01.)
Latvia	5 989	5 989 (06.01.)
Lithuania	5 989	5 989 (23.12.20)
Regional Parliaments		
Bremen	3 839	3 839 (02.02.)
Faroe Islands	3 839	3 839 (12.01.)
Greenland	3 839	3 839 (12.01.)
Hamburg	3 839	3 839 (14.12.20)
Kaliningrad	3 839	3 839 (15.01.+29.06.)
Karelia	3 839	3 839 (23.06.)
Leningrad	3 839	3 839 (19.04.)
Mecklenburg-Vorpommern	3 839	3 839 (15.02.)
St Petersburg	3 839	3 839 (10.02.)
Schleswig-Holstein	3 839	3 839 (15.02.)
Åland Islands	3 839	3 839 (12.01.)
Sum	191 961	191 961

3.2 Result in 2021 and Implications for the 2022 Budget

3.2.1 Result by Budget Positions

The budget disposition for the JFM in 2021, agreed by the Standing Committee on 22 February 2021, appears in the Budget column in Annex 1.

The total expenditure for the JFM in 2021, as of 31 December 2021, amounts to € 178,142. This means a surplus of € 13,819 compared to the budget plan. The distribution of expenditures by budget positions appears in the Result column in Annex 1.

The distribution and size of expenditures by budget positions in Annex 1 will be further explained by some comments concerning the results as well as possible implications for the budget plan in 2022.

In Section 1, Secretariat, the result is some € 15,000 lower than expected. The travel costs in post 1.1 and the Meeting costs in 1.2 have been – due to the situation caused by the COVID-19 pandemic – 70 % below the budget proposal. The Secretary Level meetings are held in English only. Travel costs have been reduced by 74 %, because all events up to September 2021 were cancelled or took place digitally due to the COVID-19 pandemic. Also, by merging with other BSPC Committee meetings, Secretary Level Meetings' costs could be limited to 71 % of the previous approach.

The budget allocation and distribution for budget Section 1 in the 2022 budget proposal could – due to the reasons mentioned in point 4 – be the same as in 2021. It is the same amount as in all previous years, even though costs have significantly risen.

For Section 2, Standing Committee, the result exceeds the budgeted amount by € 4,825. The meeting costs in 2.1 and costs for interpretation and equipment in 2.2 are for one regular meeting in Hamburg, two digital meetings and two additional digital seminars.

In terms of the total expenditure for the Standing Committee, it must be taken into account that the additional seminars, as decided by the Standing Committee, were also financed from the available funds.

The expenses exceeding the budget are due to the separately conducted digital seminar on 1 February 2021, which the Standing Committee had decided on 16 November 2020 as an unscheduled project, the costs of which could have been covered by unused funds if necessary.

Excluding the costs of this seminar, only 84.77% of the planned funds for the Standing Committee meeting were used, and with a total volume of € 12,715 are below the planned amount of € 15,000.

The budget allocation and distribution for budget Section 2 in the 2022 budget proposal could basically be the same as in 2021 and previous years, to be prepared for digital and regular meetings.

Section 3, Working Groups, shows a result which is € 910, i.e., 7 % higher than budgeted. There were no meeting costs (3.1) for the WG because all meetings had to take place in a digital format. The costs for interpretation and technical equipment (3.2) in the digital format were € 5,161 higher than planned for the three meetings. The costs for the layout for the mid-way report of € 1,749 (3.3) were lower than budgeted.

The proposed 2022 budget should nevertheless retain the same sum for Section 3 as in the 2021 budget and those of earlier years, to be prepared for digital and regular meetings.

Basically, increased interpretation and technology costs must be planned as necessary for each meeting. The costs also vary depending on the conference location. For this reason, as in previous years, average values for regular meetings are used which can be expected to cover the costs incurred. If a meeting will only be in digital form, then there will be higher costs for the technical support as mentioned in the preliminary remarks.

Section 4, 30th BSPC, shows a result that is some € 4,000, i.e., 6 %, higher than budgeted. The main reason for this were the costs for the print publication for the 30th anniversary of the BSPC (4.4). Without the costs for the layout, design, image editing and print of the 30-years print publication, which the Standing Committee also decided on as an additional and unbudgeted

project, only 45,826, i.e., 89.85 % of the funds for the Annual Conference, would have been used.

The meeting costs (4.1) include costs for experts and for three layouts (Integrated Maritime Policy, Sea-Dumped Munitions, statements to the 29th BSPC Resolution) and were lower than budgeted. The result under 4.2 contains the costs for the interpretation and the necessary technical support for the conference, the Drafting Committee meeting and the interpretation during the Baltic Sea Parliamentary Youth Forum. The result for the conference report was nearly as budgeted (4.3).

The total amount of the proposed budget for 2022 should be the same as in previous years, to ensure an unchanged planning basis for Sweden as the host Parliament.

In Section 5, Information/Communication, the result is more than € 7,200 below budget.

Only 27 % of the funds for information and communication were used.

The costs for the website's personnel support and the layouts of two reports (Sustainable Tourism and HELCOM) were below budget.

It will be tried again in 2022 to keep the costs for information and communication as low as possible in an adequate way. Irrespective of that, it is proposed to set aside the same budget as for 2021 to be able to act according to requirements and changing situations.

Moreover, Section 6, BSPC Secretary, remains unchanged.

In summary, it can be concluded that considerably less budgetary funds had to be used in 2021 than expected. Due to the impact of the COVID-19 pandemic, there are much lower travel costs (Secretary) – only used at a fraction of the amount budgeted (1.1), lower costs for the Secretary Level (1.2), higher costs for the Standing Committee because of one of the two additional seminars (2.), slightly higher costs for the Working Group (3.), higher costs for the Conference (4.), and lower costs have been incurred for information and communication (5.). Total running costs were, however, all in all right on target with a surplus.

The surplus of € 13,819 increases the unused means.

The overall disposition of the proposed 2022 budget could be similar to the 2021 budget.

Since it cannot be excluded that in particular the costs for interpretation and technical support will keep rising and could exceed the plan, it is asked that the agreement is reiterated that unforeseen meeting costs, which might exceed original budget plan positions, can be covered by the unused means up to 10 % of the budget.

3.2.2 Result by Expenditure Categories

The distribution of expenditures by major categories appears in Table 2 below:

Table 2. Expenditures in 2021 by Major Categories, EUR

Category	Budget Posts	Budget 2021	Q4 Result
Travel	1.1	20000	5220
Meeting Costs	1.2, 2.1, 3.1, 4.1	21000	7982
Interpretation, incl. Equipment & Technical Support	2.2, 3.2, 4.2	54000	68500
Documentation and Expertise + Publication 30 Years BSPC	3.3, 4.3, 5.2 (+4.4)	9000	6705 (+8229)
Information/Communication	5.1, 5.3	8000	1506
Subtotal		112000	98142
Secretary	6.	80000	80000
Sum total		192000	178142

Most results are significantly below expectations. The result for Travel for the very most part fell below budget because meetings and events in 2021 were cancelled or held digitally due to the COVID-19 pandemic. The result for Meeting Costs similarly is well below budget because they were covered more by a hosting parliament, or the meetings were replaced by digital meetings or two meetings were on the same date. Interpretation costs were higher than planned, especially because they include the costs of necessary technology for the digital meetings and the interpretation. Costs for Documentation are below budget. The Information/Communication budget was only used for less than a quarter of the planned amount.

The overall disposition of the proposed 2022 budget could be similar to the 2021 budget. The budgetary approaches and planning should be prepared for any situation.

3.3 Balance in 2021

The balance of the JFM in 2021, as of 31 December 2021, appears in Table 3.

Table 3. Balance of the JFM in 2021, EUR

Income	Expenditure	Balance
191961	178142	+13819

The Income column indicates the nominal income for 2021. The total result shows a surplus of € 13,819. This has been explained in the sections above.

3.4 Unused means

The principles for using the unused means ("Reserve Fund") are laid down in the BSPC Rules of Procedure from 2011. The Rules state that "If additional resources are needed for organizing events, the Standing Committee, after receiving an application from the BSPC Secretary, shall decide on the possibility of granting additional funding". Moreover, "The Standing Committee shall decide on the BSPC budget reserve fund and its use".

The BSPC Standing Committee has agreed (31 January 2013) on the following procedure for authorising withdrawals from the Reserve Fund in accordance with certain provisions: A rapporteur/BSPC member who wants to examine the possibility of using the Reserve Fund contacts the BSPC Secretary for deliberations. The Secretary then raises the issue with the BSPC Chairmanship, which approves the use of the Reserve Fund. The Chairmanship and Secretary also report to the Standing Committee about any uses of the Reserve Fund (cf. para 11.6 in the Rules of Procedure).

The Standing Committee agreed digitally (16 November 2020), in Berlin (11 November 2019), Trondheim (13 November 2018), Mariehamn (17 November 2017) and in Hamburg (15 November 2016) that contributions do not have to be raised with a view to the next year because of the current surplus and that the same contributions as in previous years shall be paid. The Standing Committee in Riga (6 November 2015) agreed that the surplus could be used to develop a new website, draw up contracts to support the Secretariat with its work, special projects regarding the BSPC Silver Jubilee - i.e., a special brochure - and to cover unforeseen meeting costs, which might exceed original budget plan positions. The Standing Committee meetings in Liepāja and Riga (28 August 2016) agreed that the unused means could be used to finance the mission to Minsk of the Standing Committee (~€ 10,000) and a 2nd edition of the Silver Jubilee brochure. The digital Standing Committee on 16 November 2020 decided that, should the planned funds have been fully used at the end of the year, the costs for the seminar on 1 February 2021 and the publication on 30 years of the BSPC would be financed from the current budget surplus. There are no further considerations in this regard at present.

In 2016, the funds of the JFM were transferred from the Nordea Bank account to the Landeszentalkasse Mecklenburg-Vorpommern, which administers the account. On 26 June 2015, € 168,821 were transferred into the new account.

The current amount of the unused means is mainly due to the exceptional situation that five years earlier, no remuneration had to be paid for the secretary for one year and the state parliament of Mecklenburg-Vorpommern provided additional personnel support and due to the previously mentioned savings in 2020 and 2021 because of the COVID-19 pandemic.

On 31 December 2020, the amount of the unused means was € 129,712.

On 31 December 2021, the amount of the unused means was € 143,531.

3.5 Summary of the Financial Result in 2021

The total expenditure for the JFM in 2021, as of 31 December 2021, amounts to € 178,142. This yields a total budget surplus of € 13,819.

In summary, it can be concluded that most results are significantly below expectations.

There were much lower costs for Secretary (1.), higher costs for the Standing Committee (2.), slightly higher costs for the Working Group meetings (3.), lower costs for the Conference (4.) – without the costs for the print publication on the 30th anniversary of the BSPC –, lower costs have been incurred for the technical support for the website (5.). Moreover, the total running costs were lower than planned.

Apart from the savings in 2021, the overall disposition of the proposed 2022 budget could be similar to the 2021 budget (see under 4. below).

Since it cannot be excluded that in particular the costs for the management of the meetings, especially for interpretation and technical support, will stay high due to the COVID-19 pandemic and could exceed the plan, it is asked, as in former years, that the agreement is reiterated that unforeseen meeting costs, which might exceed original budget plan positions, can be covered by the unused means up to 10 % of the budget. This could also include, as in previous years, special projects which need additional personnel support.

ANNEX 1

BSPC Secretariat/31.12.2021

Financial Result 2021 (euros)

Budget Post	Result 2020	Budget 2021	Result as per 31.12.2021	Comments
1. Secretariat (3 meetings)				3 meetings held
1.1 Travel (Secretary) to all BSPC meetings + other relevant meetings/events	2708	20000	5220 (26 %)	
1.2 Secretary Level meeting costs	1218	2000	1428 (71 %)	Digital II: technical support
Subtotal	3926	22000	6648 (30 %)	
2. Standing Committee (4 meetings)				3 meetings + 2 Seminars held, 1 cancelled
2.1 Meeting costs	1558	6000	- (0 %)	
2.2 Interpretation, incl. technical and organisational support, equipment	16842	9000	19825 (220 %)	Seminar I: 7110 (2457 interpretation, 4653 techn. support)*** SC I: 5933 (1994 interpretation + 3939 techn. support) Seminar II + SC II: 2588 (997 interpretation + 1591 techn. support)** SC Hamburg: 4194 (interpretation)
Subtotal	18400	15000	19825 (132 %)	
3. Working Group (3 meetings)				3 meetings held
3.1 Meeting costs, incl. external experts	-	3000	- (0 %)	
3.2 Interpretation, incl. technical and organisational support, equipment	6316	8000	13161 (165 %)	Digital I: 5396 (1993 interpretation + 3403 techn. support) Digital II: 2588 (997 interpretation + 1591 techn. support)** Digital III: 5176 (1993 interpretation + 3183 techn. support)
3.3 Documentation	1501	3000	1749 (58 %)	Layout mid-way report CCB
Subtotal	7817	14000	14910 (107 %)	
4. Digital 30th BSPC, 2021				
4.1 Meeting costs	2200	10000	6554 (66 %)	Experts; report IMP (1942), report sea-dumped munitions (1909), report statements 29 th BSPC (1513)
4.2 Interpretation, incl. technical and organisational support, equipment	30804	37000	35514 (96 %)	DC: 5652 (2469 interpretation + 3183 techn. support) BSPYF: 3629 (1993 interpretation + 1636 techn. support) 30 th : 24658 (15816 interpretation + 8842 techn. support) Website: 1575
4.3 Conference report ENG	3437	4000	3758 (94 %)	Report Annual Conference: Text (1309), Layout (2449)
4.4 30-Years Publication			8229	Layout, design, image editing and print ***
Subtotal	36441	51000	54055 (106 %)	
5. Information/Communication				
5.1 BSPC website + other outreach	-	5000	1131 (23 %)	Secretariat support Annual Conference (1131)

5.2 Layout of reports	2319	2000	1198 (60%)	Sustainable Tourism (630), HELCOM (568)
5.3 Technical preservation website functionality	1875	3000	375 (13%)	Personnel & technical support, domain
Subtotal	4194	10000	2704 (27%)	
Total Running Costs	70778	112000	98142 (88%)	
6. BSPC Secretary	80000	80000	80000 (100%)	Remuneration
Grand Total	150778	192000*	178142 (93%)*	

* The concrete amount of all contributions is: **191,961 EURO**

The detailed ratio of revenue to expenditure is as follows: **178,142 EURO: 191,961 EURO = 92.80 % (rounded: 93 %)**

** The invoices for the interpretation and the equipment were split because the meetings of the SC, Seminar and WG took place on the same day (31 May 2021) and were covered by the same contract.

*** In the case that in 2021, the budget for the current plans is fully utilised, the BSPC Standing Committee decided on 16 November 2020 that the costs for two additional projects would be financed from the unused means: A digital seminar on democracy in a changing landscape and a print publication on the 30th anniversary of the BSPC.

Surplus 2021: € 13,819 (Surplus 2020: € 41,183)

Unused means per 31 December 2021: € 143,531 (2020: € 129,712)

ANNEX 2

Joint Financing Mechanism of the BSPC Secretariat

Relative Shares of Contributions to the JFM in 2021

The relative cost shares of the contribution of the BSPC members to the JFM are listed below:

Member Parliament	Share %*
Denmark	9.36
Finland	9.36
Germany	9.36
Norway	9.36
Poland	9.36
Russia	9.36
Sweden	9.36
Estonia	3.12
Iceland	3.12
Latvia	3.12
Lithuania	3.12
Bremen	2.00
Faroe Island	2.00
Greenland	2.00
Hamburg	2.00
Kaliningrad	2.00
Karelia	2.00
Leningrad	2.00
Mecklenburg-Vorpommern	2.00
St Petersburg	2.00
Schleswig-Holstein	2.00
Åland Islands	2.00
Total	100.00

*rounded

