

DRAFT BUDGET 2025 FOR THE SECRETARIAT (1 Jan - 31 Dec 2025)

EXPENSES	EUR
Staff costs (rough estimates)	
Secretariat staff salaries (2 FTE) - incl. pension, tax	183 500
TOTAL	183 500
Travel and hotel costs for EPRA meetings 2025 (Chisinau & Yerevan)	
Travel and hotel costs of Secretariat	4 500
Travel and/or hotel costs of academic speakers	3 800
TOTAL	8 300
Representation & attendance of EPRA in-person Board meetings by Secretariat	
EPRA Board meetings and representation costs	5 100
TOTAL	5 100
Support costs (estimates)	
Premises rental costs	2 900
Cleaning offices	400
Communications	100
Rental & maintenance desktops (2 computers)	8 500
Bank charges & insurance	200
Miscellaneous	200
TOTAL	12 300
Other services costs (estimates)	
Print	200
Website hosting	1 800
Website maintenance	1 800
Translation costs/DeepL Abo	1 500
TOTAL	5 300
EPRA Association expenses (estimates)	
Bank charges EPRA Association Account	200
TOTAL	200
Buffer/Reserve Fund	
General reserve	6 160
TOTAL	220 860
YEARLY INCOME FOR 2025	
EPRA Membership fee (55 members)	220 860
TOTAL	220 860

Draft EPRA Budget 2025 Explanatory Notes (September 2024)

2025 will be the second year of the [EPRA three-year Strategy](#). At its summer Board meeting, the Executive Board has started the process to identify resource requirements and set priorities for the optimum use of resource and functioning of EPRA, as required by our Strategic Objective “*Securing a sustainable organisation*”.

As a first measure to implement our Action Plan, the Board considers it timely and wise to **reintroduce a buffer fund for contingency planning** as recent budgets have been calculated extremely tightly. A general reserve of EUR 6,000 would give us some room for manoeuvre.

The Board has also been advised by the European Audiovisual Observatory that the Secretariat expenses will slightly raise in the next year owing to inflation, increased Council of Europe IT costs, and to keep up with rising air travel costs.

1. EXPENSES

- **Staff Costs**

The EPRA Board has been advised by the European Audiovisual Observatory that Council of Europe staff costs for the Secretariat, which constitute over 84% of EPRA’s budget, are expected to slightly increase owing to inflation (about 2%). Note that these are early projections still likely to fluctuate.

- **Travel and Accommodation Costs**

The budget lines relating to the travel costs for the expert speakers and the Secretariat will increase to compensate for rising travel and accommodation expenses to attend important in-person events incl. the EPRA plenary meetings and the 3 yearly Board meetings. We recently experienced that a growing number of experts now require that we cover their expenses. While EPRA meetings aim to encourage the exchange of views between members; the presence of a few carefully selected experts/industry stakeholders is essential to ensure the quality and the relevance of our discussions. (+€3,000).

- **IT Costs**

The Council of Europe IT costs for the rental/maintenance of the IT desktops used by the Secretariat are projected to increase significantly in the next year because of major security updates (+€2,000).

2. INCOME

- **Membership fee 2025**

To balance the costs incurred by the operation of the Secretariat, the Board unanimously agreed to formally request a modest increase of the membership fee for 2025 (see the Board Communication paper of 10 September 2024).

- The flat fee for 2025 will increase to € 4,100 (instead of €3,900).

- The reduced fee, which is applicable to a few exceptionally small members¹, will increase to €2,940 (instead of €2,800).

The draft is based on 55 members.

¹ i.e. regulators with five staff members or less and very limited budgetary resources.