

# General Policy for reimbursement of EUF Board members

## actively supporting the organization of EUF Events

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### 1 Introduction

Historically EFDF and (since its foundation in 2011) EUF collects 1€ per player per playing day at large EUF-sanctioned events to “cover Medals and other expenses”.

Since 2012 EUF includes in the EUF-Event about 500€ to cover the travel costs of EUF delegates.

With the years the size, the number and the quality requirements of EUF events increased drastically:

- since 2011 there are 5 regions and the EUCF has 34 Teams,
- the XEUCF2013 had 62 teams,
- because of the EYUC coupling with Juniors Worlds the quality and legal requirements exploded
- since 2013 the duration of the EYUC has pasted from 4 to 6 days with constantly more than 40 teams.
- the EUC2015 has 68 teams and is a project that started in 2013

Due to this situation it was impossible to simply outsource the planning and the execution of EUF flagship events to a local TOC, but experienced EUF Board members started intensively to work prior and during the tournament with the TOC. Most of the time the EUF delegates had the same responsibilities of a TOC member, invested a comparable amount of time. TOC received a salary (as defined in the budget), the EUF delegates got sometimes only part of their expenses refunded.

During the General Assembly 2014 in Frankfurt it was asked and accepted that it is ok that needed EUF delegates, that actively work at a EUF sanctioned event, additionally to the travel cost reimbursement, receive some honoree compensation for their extraordinary engagement if sustained over a long period of time.

## **2 General**

The Goal of this paper is to define a general procedure how to budget also the effort of EUF Board members that really co-organize a EUF event.

It is very hard to compare and also to quantify the work done for a tournament. This cannot be really “a salary” but more an “acknowledgment” for the work done. What EUF doesn’t want is that people start time tracking, because at the end of the day probably it turns out that the cleaning lady earns 10 times more in one day...

EUF is allowed to pay out people working for it. According to the Austrian law, these persons are allowed to earn 430 € tax free per month. Formally payment receivers need to use this [form](#).

## **3 EUF sustainability - one off honoree compensation for extraordinary long term work**

| <b>Category</b>                     | <b>Tariff</b>  | <b>Examples of Tasks</b>  | <b>Limits</b>                     |
|-------------------------------------|--|---|-----------------------------------|
| On site work                        | 50€ / day / person   | EUF representative, (co-)responsible for a certain area (e.g. Spirit Chair, TRG Chair, non-playing TRG Member, etc.)  | Max 20% of the collected EUF fees |
| Project Management and Coordination | If there are more people involved (normally one lead and one support) the amount should be split in a reasonable way | EUF-Project Leader with end responsibility over for the Event contracting ;Budget definition and controlling; active contact with partners; Scheduling, etc.<br><br>Develop documentation, policies, public relations, etc. | Max 50% of the collected EUF fees |

## **4 Reimbursement of Travel & accommodation costs**

### **WFDF Policies apply**

*Air Travel. WFDF will reimburse for travel that has been included as part of the annual budget and has been approved by the Board of Directors and/or Executive Committee. Air travel reservations will be made 28 days in advance of departure date to take advantage of reduced fares. Travelers will use the most direct and economical means of air travel available. WFDF will only reimburse for economy class flights. Any flight upgrades are to be paid out of the traveler's own funds and will not be reimbursed. All air travel received by the traveler must be submitted with the expense report.*

EUF adopts the [WFDF Travel Reimbursement Policy](#) with following changes:

- Budget of the expenses needs to be pre-approved by the EUF board.

## Appendix

### 4.1 Application to the tournaments in 2015

| EUC 2015                        | Project Management | On Site          | Total           | Percentage EUF Fee |
|---------------------------------|--------------------|------------------|-----------------|--------------------|
| Oddi<br>(Project Leader)        | 2.150 €            | 50 € x 7 = 350 € | 2.500 €         | 32%                |
| Ted<br>(Project Assistant) (**) | 650 €              | 50 € x 7 = 350 € | 1.000 €         |                    |
| Dario<br>(Spirit Chair)         | -                  | 50 x 7 = 350 €   | 350 €           | 6%                 |
| Gabriele<br>(General Assistant) | -                  | 0 €              | 0 €             |                    |
| <b>SUM</b>                      |                    |                  | <b>3850 €</b>   |                    |
| <b>EUF Fees (approximate)</b>   |                    |                  | <b>11.000 €</b> |                    |
| <b>Ratio</b>                    |                    |                  | <b>38%</b>      |                    |

(\*\*) The accounting effort for the EUC and EYUC will be budgeted for the EUC2015

| EYUC 2015                     | Project Management | On Site             | Total          | Percentage EUF Fee |
|-------------------------------|--------------------|---------------------|----------------|--------------------|
| Mark<br>(Project Leader)      | 1200 €             | 50 € x 6 = 300 €    | 1.500 €        | 50%                |
| Chris<br>(Project Leader)     | 1200 €             | 50 € x 6 = 300 €    | 1.500 €        |                    |
| Dario<br>(Spirit Chair)       | -                  | 50 € x 6 = 300 €    | 300 €          | 5%                 |
| Gerhard<br>(Junior Assistant) | -                  | As other volunteers | 0 €            |                    |
| <b>SUM</b>                    |                    |                     | <b>3.300 €</b> |                    |
| <b>EUF Fees (approximate)</b> |                    |                     | <b>6.000 €</b> |                    |
| <b>Ratio</b>                  |                    |                     | <b>55%</b>     |                    |