

ANNUAL REPORT & ACCOUNTS 2021



Table of contents

Foreword Board of Directors	3
Balance sheet as of the period 2021 (after result appropriation)	6
Statement of income and expenses for 2021	7
Overview of the result 2021	8
General	9
Explanatory notes to the financial statement of 2021	10
Explanatory notes to the balance sheet 2021	13
Contingent rights and liabilities not included in the balance sheet	18
Events after the balance date	19
Explanatory notes to the statement of income and expenses for 2021	20
Other information	27
Appropriation of the result	27
Allocation of the result	27

ACCOUNTS

1. Foreword Board of Directors

General

In 2021, in the face of unsettling times, we doubled down on what matters to us - harnessing cultural heritage to help create the fair and inspiring world we want to be part of. **Thank you to all who have contributed their time, expertise and energy.**

We have achieved a lot in the past year in our role as coordinator of the Europeana Digital Service Infrastructure and as participants in other EU-funded projects. As ever, that's down to the collaborative way that the Europeana Foundation and our partners, projects, networks and friends work together. As the war in Ukraine and climate change brings new challenges and perspectives, continuing this approach will be more important than ever to support the role of cultural heritage in society.

We closed the year 2021 with the appointment of Martina Bagnoli, Executive Director of the Gallerie Estensi, as Chair-Elect of the Europeana Foundation on 14 December 2021. She has formally joined the Europeana Foundation Supervisory Board as Chair in February 2022, succeeding Elisabeth Niggemann.

If you are interested in finding out more about what we have achieved in 2021, see [here](#) the highlights.

Finance

In 2021 the financial positive result for the Europeana Foundation was €115.792. Similar to previous years this is primarily based on the temporary result of the procurement contract 'Deployment and Maintenance of Europeana DSI core services SMART 2017/1136' (period September 2018 - December 2021). All projects (Generic Services and Horizon 2020) funded by the European Commission are based on grant funding and do not have an impact on the overall annual financial result.

Our overall equity for the Europeana Foundation remains on a satisfactory level and therefore places us in a stable financial position. The appropriated reserve has been increased with €150,792, where the general equity has decreased with € 35,000. The appropriated reserve is specifically dedicated to the DSI-4 as, in general, costs will increase, especially for personnel, while income

will remain the same. The Europeana Foundation intends to continue operating at the same level as 2021, and therefore requires this reserve to be used in 2022. After the end of the DSI-4 contract period the final result will be calculated, where a possible result will be moved to the general equity.

Similar to previous years, the main funding for 2021 came from the European Commission. During 2021, 13 projects were based on grant funding and one was based on procured services for the Digital Service Infrastructure - DSI-4 for the period January-December 2021. To be able to co-fund these grant projects the Europeana Foundation received an amount of €108,900 as financial support from Member States and an amount of €18,700 as other income.

In 2021, the overall income is 0,4% lower and the overall expenditure is 9% lower than budgeted.

Personnel expenses

The total costs for personnel staff include an underspend of 5%, mainly due to some outstanding vacancies during the year. As we hired slightly more staff in 2021, and because of a general increase as part of the Collective Labour Agreement for 2021, the total costs increased by almost 11% compared to 2020.

During last year, the turnover of personnel stood at seven (compared to five in 2020). By the end of 2021, the Europeana Foundation organisation grew by two to 65 employees (61.18 FTE). In 2020, the Europeana Foundation had a staff of 63 (59.97 FTE). The Europeana Foundation is committed to principles of diversity, inclusivity, nondiscriminatory practice and equal opportunity for all applicants. At the end of last year our personnel comprised 19 nationalities (15 within Europe).

Operating expenses

The overall operating expenses were overspent by 11%, mainly due higher costs for depreciation, insurances, and external support. The new agreement for housing with The Dutch Royal Library from 2020 has automatically been extended, where we also extended the agreement with the Bibliothèque nationale de France. Due to the COVID-19 pandemic we stopped the contract for the small office in Belgium.

Core Service and direct project costs

These costs are directly related to the Core Service (DSI-4), Generic Services project, and Horizon2020 projects. The total costs were underspent by 41% compared to the budget for 2021. Due to the COVID-19 pandemic, similar to 2020, much less has been spent on travel, and workshops/events, which has resulted in this large underspend. For the second consecutive time our annual event [Europeana 2021](#) became a full online event.

This Annual Report has been prepared under Dutch law and accounting rules.

According to Article 4 of the amended Articles of Association:

The financial resources of the Foundation shall be brought together by and fall under the care of the Board of Directors. These include one-off or periodical contributions, subsidies, donations, testamentary dispositions, legacies and all other revenues. The financial resources shall be managed by the Board of Directors, who shall be responsible for that management.

The Hague, 14 September 2022

The Board of Directors,

A handwritten signature in black ink, appearing to read 'H. Verwayen'.

Harry Verwayen
General Director

2. Balance sheet as of the period 2021 (after result appropriation)

		31/12/2021	31/12/2020
	Cat.	Amounts in €	
ASSETS			
Tangible fixed assets	A	74,540	90,097
Total tangible fixed assets		74,540	90,097
Currents assets			
Debtors	B	1,122,400	1,710
Receivables concerning taxes and pension		6,474	
Other receivables and accrued income	C	1,200,793	1,301,294
Cash and cash equivalents	D	746,785	1,382,301
Total currents assets		3,076,452	2,685,305
Total assets		3,150,992	2,775,402

		31/12/2021	31/12/2020
	Cat.	Amounts in €	
EQUITY AND LIABILITIES			
Equity	E		
General equity		755,126	790,126
Appropriated reserves		1,126,518	975,726
Total equity		1,881,644	1,765,852
Current liabilities			
Payables		161,510	109,198
Payables concerning taxes and pension	F	288,916	267,385
Other debts and accruals	G	638,970	321,720
Advance payments Ministry Funding	H	-	57,953
Balance projects in progress	I	179,952	253,294
Total Current liabilities		1,269,348	1,009,550
Total equity and liabilities		3,150,992	2,775,402

2.1. Statement of income and expenses for 2021

	Cat.	Amounts in €		
		Budget 2021	Realisation 2021	Realisation 2020
INCOME				
Subsidy	J			
Subsidy European Commission		5,957,400	5,975,793	5,813,045
Ministry funding		137,300	108,911	91,827
Total subsidy		6,094,700	6,084,704	5,904,872
Other income	K			
Other funding		-	16,384	73,153
Other income		35,000	2,350	7,829
Total other income		35,000	18,734	80,982
Total income		6,129,700	6,103,438	5,985,854

	Cat.	Amounts in €		
		Budget 2021	Realisation 2021	Realisation 2020
EXPENSES				
Personnel staff expenses	L			
Personnel expenses		4,160,800	3,954,769	3,627,307
Social premiums and pension		1,208,000	1,147,935	990,705
Other personnel costs		96,000	79,115	68,087
Total personnel staff expenses		5,464,800	5,181,819	4,686,099
Operating expenses	M			
Costs for housing		55,000	48,691	56,522
General operating costs		252,500	286,687	236,674
Depreciation		20,000	23,582	12,830
Overhead covered by projects		63,900	65,948	58,748
Total operating expenses		263,600	293,012	247,278
Core Service & direct project costs	N			
Subcontracting		468,500	336,469	618,733
Other direct costs				
Travel expenses		119,000	8,127	11,175
Other direct costs		207,000	97,740	105,035
Overhead		63,900	65,948	58,748
Total Core Service & direct project costs		858,400	508,284	793,691
Total expenses		6,586,800	5,983,115	5,727,068



[Burroughs accounting machine - Sounds of Changes, Sweden - CC BY.](#)

2.2. Overview of the result 2021

	Cat.	Amounts in €		
		Budget 2021	Realisation 2021	Realisation 2020
Total income		6,129,700	6,103,438	5,985,854
Total expenses		6,586,800	5,983,115	5,727,068
Total operating result		457,100-	120,323	258,786
Interest				
Interest paid			4,531	229
Interest received				
Total interest		-	4,531-	229-
Result for the year		457,100-	115,792	258,557

[Rundmynt - Vasamuseum, Sweden - CC BY-SA.](#)



3. General

Operations

The Europeana Foundation is an independent non-profit organisation. Its work helps to develop an open, knowledgeable and creative society, based on the following mission principles: The Foundation's purpose is to put cultural heritage to good use in the world. Its operations and activities are built on common values so that all the work we do is 'usable', 'mutual' and 'reliable', and is aligned with UNESCO's Sustainable Development Goals. The Foundation's objectives are to:

- Democratise access to Europe's cultural heritage – digitally;
- Support inclusivity, creativity and critical engagement in our shared cultural heritage;
- Promote collaborations that strengthen the sustainability, innovation capacity and digital transformation of the cultural heritage sector;
- Promote the use of digital technology in the cultural heritage sector;
- Ensure our shared cultural heritage remains authentic, trustworthy and traceable.

Going concern

The Foundation's ability to continue as a going concern has been highly contingent on winning projects, mainly funded by the European Commission, and the willingness of the funders, especially Member States and other parties. At the beginning of June 2022 the Europeana Foundation submitted a tender proposal under CNECT/LUX/2021/OP/0070, Deployment of a common European data space for cultural heritage. On 31 August 2022, the Europeana Foundation received the confirmation of winning this procurement contract for at least a period of two years (September 2022 - August 2024), with an extension of two times one year (until August 2026). This provides a solid base for the Foundation to be a going concern. In view of this, the accounting policies used in these financial statements are based on the expectation that the Foundation will be able to continue as a going concern.

Estimates

In applying the accounting policies and guidelines for preparing the financial statements, the Governing Board of the Europeana Foundation makes several estimates and judgments that might be essential for the amounts disclosed in the financial statements. If necessary for the purposes of providing the view required under Dutch law, the nature of these estimates and judgments, including the related assumptions, is disclosed in the notes to the financial statement items in question.

Comparative figures

The accounting policies are consistent with those used in the previous year.

4. Explanatory notes to the financial statement of 2021

General

The financial statements have been prepared in accordance with Dutch accounting principles for small non-profit organisations (RJK-C1) and are denominated in euro. Assets and liabilities are stated at the amounts at which they were acquired or incurred, unless indicated otherwise. The balance sheet and statement of income and expenses include references to the notes.

Foreign currencies

Foreign currency transactions in the reporting period are translated into the functional currency using the exchange rates prevailing at the dates of the transactions. Foreign exchange gains and losses resulting from the settlement of such transactions and from the translation at year-end exchange rates are recognised in the statement of income and expenses.

Tangible fixed assets

The tangible fixed assets from the Foundation will be valued at purchase price less accumulated depreciation. Purchases higher than € 500 will be capitalised. Depreciation is calculated as a percentage of the purchase price according to the straight-line method on the basis of estimated useful life. The following depreciation percentages will be employed:

- Furniture 20 %
- Equipment 20 %
- Hard and software 20%

Debtors

Debtors are recognised initially at fair value and subsequently measured at amortised cost. When a trade receivable is uncollectible, it is written off against the allowance account for trade receivables.

Cash and cash equivalents

Cash and cash equivalents are stated at face value.

Liabilities

Liabilities are initially recognised at fair value, net of transaction costs incurred. Liabilities are subsequently stated at amortised cost, being the amount received taking account of any premium or discount, less transaction costs.

Value of remaining holidays year-end

Up to 2016, the Europeana Foundation differed from the directive RJ 254 for valuing the remaining holidays per year-end. Presenting this liability would imply that we deviate from the matching principle between income and expenses on which the project administration is based. From 2017, this changed due to procured services (DSI-3, and DSI-4). Therefore the calculation of the remaining holidays year-end has been calculated and processed in the balance sheet at 31 December 2021 and in the overview income and expenses 2020. The calculation is based on the hourly rate for the month of December 2021 incorporating the 8% holiday allowance and structural 8.33% year-end bonus.

Government grants

Grants and subsidies are recognised in the income statement in the year in which the subsidised costs were incurred, income was lost or a subsidised operating deficit occurred. The grants are recognised where it is probable that they will be received and the Europeana Foundation will comply with all attached conditions.

Balance of current projects

The balance of current projects, based on grant funding, contains project income for which a specific subsidy exists, based on external contractual commitments. This concerns the subsidy from the European Commission. Projects are valued by directly attributable costs and monies committed to other organisations. After the realisation of a project, the balance between the income and expenses is absorbed in the income statement, except for projects funded by the European Commission.

Pension costs

The pension scheme of Stichting Bedrijfspensioenfonds ABP, an industry-renowned pension fund, operates as a defined benefit scheme. The Europeana Foundation pays a contribution, established yearly, to the fund and no commitment exists to pay supplementary amounts, other than a higher future contribution, if the fund experiences a deficit. The actuarial risk, including the investor's risk, does not lie with the Europeana Foundation.

The indexation of pensions is, both formally and actually, conditional and is dependent on whether there are sufficient resources in the pension fund. The Europeana Foundation is not obliged to pay for indexation of the benefits.

If a surplus or deficit in the fund influences future contributions to be paid by the Europeana Foundation, ABP informs the Europeana Foundation by means of quarterly reports, the annual report and the annual announcement of contributions and contribution-free amounts. The possible consequences for the Europeana Foundation are limited to an increase or decrease in the amount of the contributions to be paid in future. The actual increase or decrease in the contribution can also be influenced by a change in the pension contributions that are collected from staff members.

Policies statement of income and expenses

The accounting policies are based on the historical costs convention. Income and expenses are attributed to the period to which they are applicable. If not indicated otherwise, assets and liabilities are stated in the amounts when acquired or incurred.

Employee benefits

Salaries, wages and social security contributions are taken to the income statement based on the terms of employment, where they are due to employees.

5. Explanatory notes to the balance sheet 2021

A. Tangible fixed assets

	Hardware	Software	Office equipment	Total
Value at 1 January 2021	€ 63,105	€ -	€ 26,992	€ 90,097
Investments	€ 8,749	€ -	€ 725-	€ 8,025
Disinvestments	€ 1,614	€ -	€ -	€ 1,614
Depreciation	€ 15,575	€ -	€ 6,394	€ 21,968
Value at 31 December 2021	€ 54,666	€ -	€ 19,874	€ 74,540

	Hardware	Software	Office equipment	Total
Purchase per 31 December 2020	€ 134,777	€ 88,626	€ 51,350	€ 274,754
Investments	€ 8,749	€ -	€ 725-	€ 8,025
Disinvestments	€ 1,614	€ -	€ -	€ 1,614
Cumulated depreciation	€ 87,247	€ 88,626	€ 30,752	€ 206,625
Value at 31 December 2021	€ 54,666	€ -	€ 19,874	€ 74,540

In 2021 the investments related to the purchase of extra laptops for new personnel staff and replacement for other laptops. The credit amount for investment under office equipment relates to the final discount for the improvement of sounds and video equipment.

B. Debtors

At the end of 2021 there are two outstanding invoices, the largest one related to the DSI-4 procurement contract, and the other relates to a Member States contribution. Both payments have been received in 2022.

C. Other receivables and accrued income

Other receivables and payments in advance can be split into:

Other receivables and accrued income	31/12/2021	31/12/2020
To be received from European Commission	€ 1,154,320	€ 1,199,500
To be received from partners in EU projects	€ -	€ -
Other receivables	€ 2,010	€ 64,534
Accrued income	€ 44,463	€ 37,260
	€ 1,200,793	€ 1,301,294

The amounts to be received from the European Commission relate mostly to the procurement contract DSI-4 under the CEF Programme. This receivables is based on a by-monthly payment schedule.

Other receivables relate to the reimbursement for short-term sickness, where the amount for accrued income is based on paid invoices in 2021 that relate to 2022.

D. Cash and cash equivalents

The total amount for all Europeana bank accounts is split as follows:

Specification cash per 31 December 2021	31/12/2021	31/12/2020
ING Bank general account	€ 10,331	€ 10,429
ING Bank saving account	€ 871	€ 871
Rabobank general account	€ 385,809	€ 871,001
Rabobank saving account	€ 349,774	€ 500,000
Total cash and cash equivalents	€ 746,785	€ 1,382,301

All cash equivalents are immediately available.

E. Equity

The overall positive result for 2021 is **€115,792** and is built from the temporary result of the DSI-4 tender contract at the end of this calendar year €150,792, and a negative result of €35,000, which is related to the shortfall for co-funding from Member States.

Therefore there is a negative result to cover all the costs for projects in 2021. This result goes against the General reserve, the positive result under the DSI-4 is added to the appropriated fund for the DSI-4. A further breakdown of the mutations in the appropriated funds are shown in the table on the right.

DSI-4

As DSI-4 is not under grant funding, contrary to previous projects, but under procured services, the temporary result at the end of every calendar year is shown under the overall equity, as an appropriated fund, of the Foundation, which is specifically dedicated to the remaining time of the contract time (August 2022).

Ineligible project costs

Some projects from the past (e.g. Europeana V3) have not been completed. Based on the outcome of the EC audit, there are some costs which have to be accepted. This has not been processed by the Commission yet, therefore this reserve remains the same as the year before.

Equity	General reserve	Appropriated funds	Total
Value at 1 January 2021	€ 790,126	€ 975,726	€ 1,765,852
Result 2021	€ 35,000-	€ 150,792	€ 115,792
Value at 31 December 2021	€ 755,126	€ 1,126,518	€ 1,881,644

Appropriated funds	1/1/2021	Mutations	31/12/2021
Reserve for ineligible project costs	€ 31,625	€ -	€ 31,625
DSI-4	€ 944,101	€ 150,792	€ 1,094,893
Total	€ 975,726	€ 150,792	€ 1,126,518

F. Payables concerning taxes and pension

All current pension liabilities fall due within one year. The fair value of the current liabilities approximates the book value due to its short-term character. The pension liability relates to the Dutch pension premium, and for wage tax and social premiums relates to the month December 2021.

Specification taxes and pension	31/12/2021	31/12/2020
Payables concerning tax	€ 228,967	€ 217,828
Payables concerning pension	€ 59,949	€ 49,557
Total payables taxes and pension	€ 288,916	€ 267,385

G. Other debts and accruals

All current liabilities fall due within the year. The fair value of the current liabilities approximates the book value due to its short-term character.

Specification Other debts and accruals	31/12/2021	31/12/2020
Amount to be paid to partners in projects	€ 307,922	€ -
Holiday allowance	€ 144,579	€ 141,669
Holiday days	€ 107,345	€ 102,409
Other debts and accruals	€ 79,124	€ 77,642
Total other debts and accruals	€ 638,970	€ 321,720

The amounts to be paid to partners in projects relates to a final payment to one of the partners in the Common Culture project, and the payment to partners in the DSI-4 consortium. All outstanding payments have been processed in 2022.

The amount for holiday allowance relates to the reserved right for holiday allowance from the period June - December 2021.

The amount for remaining holidays is **€107,345** (2020 was €102,409). Similar to 2020 many employees had a higher amount of remaining holidays which relates to the COVID-19 situation. By the end of this year 61 employees had a total amount of almost **3,300** remaining holiday hours. The increase of 5% compared to 2020 relates to an increase of personnel staff costs in general. All other debts and accruals mainly concern invoices received in 2022, where the costs relate to 2021.

I. Balance projects in progress

The amount shown under 'Balance projects in progress' is the difference between actual costs for running projects under grant funding at the end of 2020 and actual amounts received from the European Commission up to 2021. The project InDICES is 100% funded under the Horizon2020 programme, all other projects are Generic Services projects under the CEF - Digital Service Infrastructure and are funded for 75%. The amount of **€179,952** is presented as 'Balance projects in progress' and indicates that we received more from the European Commission as we had costs at the end of 2021. Most payments are based on advance payments, where the final payment will be after the end of the project. A specification of the amount is shown underneath.

Project	Cumulated account of received EC funds			Actual costs up to 2021	Balance projects in progress
	Received from EC	Paid to project-partners	Remaining amount for Europeana		
Horizon 2020					
InDices	€ 242,521	N/A	€ 242,521	€ 166,033	-€ 76,488
Generic Services					
Saint George on a bike	€ 101,717	N/A	€ 101,717	€ 214,885	€ 59,447
Arma	€ 30,656	N/A	€ 30,656	€ 63,214	€ 16,755
Europeana Sport	€ 42,051	N/A	€ 42,051	€ 108,031	€ 38,972
Weave	€ 47,380	N/A	€ 47,380	€ 46,866	-€ 12,230
Europeana Enrich+	€ 64,521	N/A	€ 64,521	€ 74,461	-€ 8,675
Jewish History Tours	€ 31,249	N/A	€ 31,249	€ 21,919	-€ 14,810
Europeana Translate	€ 97,359	N/A	€ 97,359	€ 37,956	-€ 68,892
Europeana Subtitled	€ 58,069	N/A	€ 58,069	€ 28,510	-€ 36,687
Crafted	€ 62,788	N/A	€ 62,788	€ 6,852	-€ 57,649
J-Ark	€ 20,368	N/A	€ 20,368	€ 897	-€ 19,695
Total	€ 798,678	€ -	€ 798,678	€ 769,624	-€ 179,952

6. Contingent rights and liabilities not included in the balance sheet

Project funding

The contingent liabilities of the Europeana Foundation relate to funds to be received from the European Commission, which relates to official granted projects. The overview shows the status per project from their start up to the end of 2021 and presents the contingent right up to the end of the contractual project period. The calculations of the remaining amounts to be received are based on the individual project budgets.

Project	Total budget	Total contribution EC	Received up to 2021	Still to receive
Started in 2019				
Saint George on a bike	€ 271,246	€ 203,435	€ 101,717	€ 101,717
Started in 2020				
InDices	€ 298,750	€ 298,750	€ 242,521	€ 74,688
Arma	€ 81,748	€ 61,311	€ 30,656	€ 30,656
Europeana Sport	€ 112,457	€ 84,343	€ 42,051	€ 42,292
DSI-4 Y4 (under procurement)	€ 5,402,485	€ 5,402,485	€ 855,148	€ 4,547,337
Started in 2021				
Weave	€ 105,288	€ 78,966	€ 47,380	€ 31,586
Europeana Enrich+	€ 143,380	€ 107,535	€ 64,521	€ 43,014
Jewish History Tours	€ 69,443	€ 52,082	€ 31,249	€ 20,833
Europeana Translate	€ 216,354	€ 162,266	€ 97,359	€ 64,907
Europeana Subtitled	€ 129,042	€ 96,782	€ 58,069	€ 38,713
Crafted	€ 139,528	€ 104,646	€ 62,788	€ 41,858
J-Ark	€ 45,261	€ 33,946	€ 20,368	€ 13,578
Total	€ 7,014,982	€ 6,686,545	€ 1,653,826	€ 5,051,178

7. Events after the balance date

Similar to 2020, The Netherlands was still in a partial lockdown, same as many countries in the world, during 2021 because of the Coronavirus. Our working from home policy continued during 2021, and also for a period of time the building of the Dutch Royal Library has been fully closed.

During 2021 the Europeana Foundation, with a large input from our staff, created a vision for a Hybrid Working Culture, where flexibility and trust are central. As an organisation we fully understand that hybrid working is the future, where the location our staff works from becomes less relevant. As an organisation we believe in strong social engagement, however there are places other than only the office where you can achieve this. This vision will be implemented in 2022, where policies will be updated according to this vision. More details on how we have approached you can read [here](#).

From a financial perspective there are no financial disadvantages that arise from the pandemic, except that we have spent much less on travel costs and physical events. The future will bring more hybrid events and meetings, which will reduce costs for travel, but increase costs for making sure people can attend online.

8. Explanatory notes to the statement of income and expenses for 2021

General

The overall positive result for 2021 is **€115,792**, incorporating the result of the third year of the procured service DSI-4 and a preliminary result over the fourth year for over the period September - December 2021. Compared to 2020 the overall income is 2% higher (**€117,584**) and the total costs are 4.5% higher (**€256,046**).

Cost category	Amounts in €		Under- or overspend
	Budget 2021	Realisation 2021	
Personnel staff expenses	5,464,800	5,181,819	5%
Operating expenses	263,600	292,887	-11%
Core Service & direct project costs	858,400	508,408	41%
Total expenses	6,586,800	5,983,114	9%

Compared to the overall budget 2021, the total costs are underspent by 9%, mainly due to the underspend on personnel staff expenses and costs for the core service & project costs. The underpend of 5% for personnel staff relates to some outstanding vacancies during 2021. Operating expenses are overspend by 11%, mainly due to higher costs for insurance, IT and depreciation. Costs for the core service and project costs relate to subcontracting, travel, events and other direct costs, and are underspend by 41%. Similar to 2020 the costs for travel and events are much lower compared to the budget, because of the COVID-19 pandemic.

J. Income Subsidy

Subsidy European Commission

The total contribution from the European Commission in 2021 is **€5,975,793** (2020 was €5,813,045) and relates to eleven projects under CEF - Generic Services, two projects under Horizon2020, and one project under procurement: DSI-4.

Specification of European Commission funding:

Grant funding

Horizon 2020

V4Design	€	27,785
InDices	€	117,788

Generic Services

Europeana XX	€	60,798
Saint George on a bike	€	88,121
Arma	€	43,623
Europeana Sport	€	76,097
Weave	€	35,149
Europeana Enrich+	€	55,846
Jewish History Tours	€	16,439
Europeana Translate	€	28,467
Europeana Subtitled	€	21,382
Crafted	€	5,139
J-Ark	€	673

€ 577,308

Procurement funding

Europeana DSI-4	€	5,398,485
-----------------	---	-----------

€ 5,398,485

Total € 5,975,793

Ministry Funding

In 2021 the Europeana Foundation received an amount of **€50,959** from Member States to co-fund the projects the Foundation is involved in (2020 was €51,371). As processed in the 'Statement overview of income and expenses', an amount of **€108,911** (2020 was €91,827) is used for co-funding on Generic Services projects.

Below is an overview of the eight projects which required co-funding over 2021, the calculation is based on the actual costs over last year. As mentioned earlier there was a shortfall of €35,000, which has been covered by the Foundation's General reserve.

Project	Costs in 2021	Funded EC	Co-funded
Generic Services			
Europeana XX	€ 81,064	€ 60,798	€ 15,337
Saint George on a bike	€ 117,495	€ 88,121	€ 22,230
Arma	€ 58,164	€ 43,623	€ 11,004
Europeana Sport	€ 101,462	€ 76,097	€ 19,196
Weave	€ 46,866	€ 35,149	€ 8,867
Europeana Enrich+	€ 74,461	€ 55,846	€ 14,088
Jewish History Tours	€ 21,919	€ 16,439	€ 4,147
Europeana Translate	€ 37,956	€ 28,467	€ 7,181
Europeana Subtitled	€ 28,510	€ 21,382	€ 5,394
Crafted	€ 6,852	€ 5,139	€ 1,296
J-Ark	€ 897	€ 673	€ 170
Total	€ 575,646	€ 431,734	€ 108,911

Expenses

K. Personnel expenses

The total costs for personnel staff increased by 10.6% to **€5,181,819** (2020 was €4,686,099). The largest part of the costs relates to DSI-4 Core Service Platform.

By the end of 2021, the Europeana Foundation employed **65** employees (61.18 FTE), this is an increase of 1.21FTE (2 employees) compared to 2020 (63 employees, 59.97 FTE). In 2020, three employees were based in the UK, also employees based in France, one is based in Italy, and two are based in Belgium. Our 65 employees cover **19** nationalities, four outside Europe and **15** within Europe.



Overview per 31-12-2021	2021		2020	
	#	FTE	#	FTE
Aggregation Systems	6	5.97	6	5.97
Collections Engagement	7	6.80	7	6.80
Community & Partner Engagement	12	11.20	12	11.20
Data Publishing Services	6	6.00	5	5.00
Directors	4	4.05	3	3.05
External Relations & Communications	2	1.50	2	1.50
People & Business Support	5	4.90	5	4.50
Platform Services	5	4.65	5	4.65
Programme & Business Development	5	4.80	4	3.80
R&D	5	4.60	4	4.00
Service Experience & Design	8	6.71	8	7.50
Infrastructure	0	-	2	2.00
Total	65	61.18	63	59.97

L. Operating expenses

Costs for housing

The main costs for housing relate to costs for accommodation in the Dutch Royal Library (Koninklijke Bibliotheek) in The Hague. The total costs are **14%** lower compared to 2020. Apart from hosting one employee at the Bibliotheque Nationale de France, no other costs have been made. By the end of 2021 the Europeana Foundation shared their vision on the [Hybrid Working Culture](#), which will be implemented during 2022. One of the outcomes of this vision is that the office should become a space that is for interaction with people, where workshops can be held, and more inspiring.

General operating costs

These costs cover all required IT costs, insurances, phone costs, representation, office supplies and other related office costs. The total general costs are **21%** higher compared to 2020 (€50,012), and **14%** higher compared to the budget for 2021. The increase relates to higher IT costs, and higher costs for insurances (in particular sickness insurance).

Depreciation

The costs for depreciation are for investment in office equipment, hardware and software, increased by almost **over 80%**, compared to 2020, which relates to investment for new hardware & software in the second part of 2020. Compared to the budget these costs are overspend by **18%** (€3,582).

Overhead covered by projects

The calculation of the overhead is based on the actual costs per project. Over 2021, we covered overhead costs from all EU projects, 7% on Generic Services projects and 25% on Horizon2020 projects (excluding subcontracting). The overhead claimed on projects is **€ 58,748**, which is **12%** higher compared to 2020, because the Europeana Foundation was involved in new projects during 2021.

M. Core Service and direct project costs

During 2021 the Europeana Foundation has been involved in 15 projects, (partly) funded by the European Commission. From these, seven new projects has started in 2021, with Europeana Foundation as a partner:

- Enrich Europeana+ (started in April)
- WEAVE (started in April)
- Jewish History Tours (started in April)
- Europeana Translate (started in May)
- Europeana Subtitled (started in June)
- CRAFTED (started in September)
- J-Ark (started in September)

Project	Start date	End date	Description
Enrich Europeana+	01-04-2021	30-09-2022	This project is a follow up from the Europeana Enrich project and develops a crowdsourcing platform that enables citizens to transcribe and enrich cultural heritage material from Europeana collections and national aggregator portals.
WEAVE	01-04-2021	30-09-2022	WAVE aims to develop guidelines to link the tangible and intangible heritage of cultural communities, safeguarding the rich and invaluable cultural heritage which they represent.
Jewish History Tours	01-04-2021	31-03-2023	Jewish History Tours will leverage the power of location-based storytelling to create engaging, high-quality tours on pan-European topics, such as multiculturalism, persecution and migration.
Europeana Translate	01-05-2021	30-04-2023	Europeana Translate aims to build connections between the Europeana and Automated Translation Digital Service Infrastructures (DSIs) to improve the usability of heritage resources by translating the metadata of more than 25 million records available on Europeana.
Europeana Subtitled	01-06-2021	30-11-2022	Europeana Subtitled aims to enable audiovisual media heritage to be enjoyed by professional and non-professional audiences as well as to increase its use through closed captioning and subtitling.

Project	Start date	End date	Description
CRAFTED	01-09-2021	30-06-2023	Crafts are the living creative expressions of our traditions and are strongly intertwined in the fabrics and cultural objects of our communities. The richness of European crafts shows in the combination of tangible and intangible heritage: the hand-made objects, such as jewellery, textiles and garments, and the traditions and techniques inherited from our ancestors to create those objects.
J-ARK	01-09-2021	28-02-2023	J-Ark -European Jewish Community Archive will connect the eArchiving, Europeana, and eTranslation CEF digital services to support long-term viability and sustainability of Jewish heritage archives in an integrated long-term preservation platform named J-Ark.

The projects Europeana XX and V4Design has been closed in 2021.

Procured services under the Digital Service Infrastructure

From September 2018, the Europeana Foundation started the new procured services contract (DSI-4) with the Commission. This service contract is for a period of two years, and has been formally extended till the end of August 2022. The total contract is for **€7,000,000** a year, the consortium currently has **19** partners. The Europeana Foundation is the leader for all activities under the Service Contract with the European Commission.

Subcontracting

All costs for subcontracting are under the procured services DSI-4 and decreased by 45.6% compared to 2020. From the total amount of subcontracting, the largest part relates to hosting, maintenance and further development of all systems and websites of Europeana. In line with the strategy 2020-2025, the Europeana Foundation continued to also invest in Capacity Building, as part of digital transformation.

Subcontracting	2021	2020
Platform - maintenance and development	€ 232,108	€ 436,485
Fostering reuse	€ -	€ 24,000
Communication and dissemination	€ 32,984	€ 60,207
Surveying impact	€ 7,260	€ 47,626
Capacity Building	€ 64,117	€ 50,415
Total	€ 336,469	€ 618,733

Overview of other direct costs	2021	2020
Travel costs Europeana staff	€ 8,127	€ 9,121
Travel costs workshops, meetings and other events	€ -	€ 2,054
Travel costs AGM and presidencies	€ -	€ -
Licences, domain names and software	€ 25,072	€ 33,096
Annual General Meeting	€ 24,997	€ 29,524
Workshops, meetings and other events	€ 16,449	€ 5,337
Costs for promotion, dissemination	€ 473	€ 1,302
Memberships	€ 8,463	€ 9,379
Translations	€ 22,287	€ 26,398
Total	€ 105,867	€ 116,210

Other direct costs

The other direct costs have decreased by **8.9%** compared to 2020, and **67.5%** unspent compared to the budget. Main reasons for this are the low costs for travel, and physical meetings, workshops, and events. Similar to 2020, and because of the pandemic, almost no travels and physical meetings were possible. Furthermore, the Europeana Foundation spent on licences, domain registrations and software to be able to run the platform tasks, but also on promotion. For the second time in a row our annual conference, [Europeana 2021](#), was a full online event, with almost 800 participants,

During 2021 the Europeana Foundation has held more than 50 workshops, events, and special meetings, where 3,200 people have participated in these. Besides the largest annual event of the Europeana Foundation, a selection from this list are:

- [Narrating and sharing your impact story: Impact Playbook - Phase 3](#) - 27 January
- [Cultural heritage and climate change](#) - 19 March
- [Impact/Research Symposium](#) - 11/12 May
- [EuropeanaTech on AI](#) - 21 May
- [Storytelling Task Force webinar](#) - 9 June
- [Europeana Aggregators' Fair](#) - 16 & 17 June
- [Built with Bits kick-off workshop](#) - 30 September
- Slovenian Presidency (public) - 2 December

9. Other information

9.1. Appropriation of the result

Pursuant to article 13 of the articles of association of the Foundation the Board of Directors shall draw up a full set of accounts concerning the financial year, to be submitted to the Supervisory Board. The adoption of the annual report by the Supervisory Board shall discharge the Board of Directors in respect of all actions mentioned in the annual accounts.

9.2. Allocation of the result

The Board of Directors submits the Financial Annual Accounts for the year 2021 to the Supervisory Board. In the Annual Report & Accounts 2021 the positive result is added to the Reserve as specified here under:

Result 2021	€ 115,792
- In favour of the Appropriated Reserve DSI-4	€ 150,792
- Against the General Reserve	€ 35,000 -/-

Anticipating the adoption by the Supervisory Board of the Annual Report & Accounts 2021, the mentioned allocation of the result 2021 is incorporated in the balance sheet.

The Hague, 14 September 2022

On behalf of the Supervisory Board of the Europeana Foundation,



Ms. M. Bagnoli
Chair



Ms. T. Vovk - van Gaal
Vice-chair