

**STATEMENT OF THE ACCOUNTS OF THE UNION OF THE BALTIC CITIES  
FOR THE FINANCIAL PERIOD 1 JANUARY - 31 DECEMBER 2016  
(EUR)**

<b>INCOME</b>	<b>EXPENDITURE</b>	
1 Membership fees	223 314,67	
2 Transferred from 2015	174 065,27	
3 Bank interest	109,37	
4 Refunds	4 003,05	
5 Exchange rate adjustment	6 387,75	
	407 880,11	
		Commissions 72 229,45
		Services/Maintenance 52 485,50
		Meetings 37 444,40
		Communications Manager 27 820,40
		Consulting 15 851,90
		President 11 861,09
		Communication 8 638,47
		Publications, marketing 5 006,55
		Office materials, equipment 1 551,67
		Bank charges 805,29
		Miscellaneous 176,30
		Exchange rate adjustment 5,23
		Costs of 2015 paid in 2016 2 132,26
		236 008,51
		cash in hand 164,93
		cash in bank 180 681,05
		subtotal 416 854,49
		Costs of 2016 paid in 2017 8 974,38
		Total 407 880,11

\* Average annual exchange rate in 2016 EUR = 4,3625 PLN, National Bank of Poland

**EXPLANATORY NOTE TO THE STATEMENT OF THE UBC ACCOUNTS**  
**FINANCIAL PERIOD 1 JANUARY - 31 DECEMBER 2016**  
**(EUR)**

**COMMENTS ON THE UNION OF THE BALTIC CITIES EXPENDITURE:**

<b>1 Commissions</b>		<b>72 229,45</b>
Cultural Cities		3 788,97
Inclusive and Healthy Cities		13 127,75
Planning Cities		17 677,10
Safe Cities		8 645,93
Smart and Prospering Cities		5 778,68
Sustainable Cities		10 121,27
Youthful Cities		10 198,28
Working Group on Gender Equality		2 891,46
<b>2 Services/Maintenance</b>		<b>52 485,50</b>
Meetings, publications, translations, documents, website updates, social media, auditing, accounting etc		
<b>3 Meetings</b>		<b>37 444,40</b>
<b>Conference on Refugees (Rostock)</b>		<b>18 272,00</b>
- meals	11 649,13	
- accommodation & travel costs	2 873,33	
- room rent	2 738,29	
- moderator	979,66	
- other	32,57	
<b>Executive Board (Rostock, Kaunas, Stockholm):</b>		<b>12 537,30</b>
- meals	5 528,32	
- accommodation & travel costs	5 456,46	
- other	1 552,51	
<b>Task Force meeting in Växjö</b>		<b>2 223,00</b>
<b>Workshops at 7 EUSBSR Strategy Forum - moderator, speakers</b>		<b>1 670,86</b>
<b>Participation of UBC representatives in other meetings</b>		<b>2 740,23</b>
<b>4 Communications Manager</b>		<b>27 820,40</b>
<b>5 Consulting</b>		<b>15 851,90</b>
KMG Finland - maintenance of website, projects of promotional materials, VAT		13 088,81
Foundation Gdańskie Centrum Multimedialne, former UBC website		2 763,09
<b>6 President</b>		<b>11 861,09</b>
<b>7 Communication</b>		<b>8 638,47</b>
Mailing		7 511,56
Telecommunication		1 126,90
<b>8 Publications, marketing</b>		<b>5 006,55</b>
Baltic Cities Bulletin - two issues		3 424,82
Rollup, pins, brochure		1 581,73
<b>9 Office materials, equipment</b>		<b>1 551,67</b>
Laptop, letter-heads, envelopes etc.		
<b>10 Bank charges</b>		<b>805,29</b>
<b>11 Miscellaneous</b>		<b>176,30</b>
e.g. Christmas cards, www domain		
<b>12 Exchange rate adjustment</b>		<b>5,23</b>
<b>13 Costs of 2015 paid in 2016</b>		<b>2 132,26</b>
XIII UBC General Conference operator costs		1 214,96
Accounting, other		917,29

**TOTAL in 2016**

**234 189,52**

**Costs of 2016 paid in 2017**

**7 155,39**

Refund for IHCC - film on refugees in Trelleborg and VAT

4 421,48

KMG Turku, transfer and hosting of websites

1 019,17

Refund for the speaker at the workshop at the EUSBSR Forum

484,55

Refund, SPCC chair, 77th UBC Executive Board meeting

364,70

Accounting, other

865,49

**STATEMENT OF THE ACCOUNTS OF THE UNION OF THE BALTIC CITIES  
FOR THE FINANCIAL PERIOD 1 JANUARY - 31 DECEMBER 2016  
(PLN)**

<b>INCOME</b>	<b>EXPENDITURE</b>	
1 Membership fees	974 210,29	
2 Transferred from 2015	759 359,77	
3 Bank interest	477,16	
4 Refunds	17 463,32	
5 Exchange rate adjustment	27 866,58	
	1 779 377,12	
	Commissions	315 101,02
	Services/Maintenance	228 968,00
	Meetings	163 351,21
	Communications Manager	121 366,53
	Consulting	69 153,95
	President	51 744,00
	Communication	37 685,32
	Publications, marketing	21 841,09
	Office materials, equipment	6 769,16
	Bank charges	3 513,07
	Miscellaneous	769,12
	Exchange rate adjustment	22,80
	Costs of 2015 paid in 2016	9 302,01
		1 029 587,28
	cash in hand	719,53
	cash in bank	788 221,10
		1 818 527,91
	Costs of 2016 paid in 2017	39 150,79
		1 779 377,12
	<b>Total</b>	<b>1 779 377,12</b>

\* Average annual exchange rate in 2016 EUR = 4,3625 PLN, National Bank of Poland

**EXPLANATORY NOTE TO THE STATEMENT OF THE UBC ACCOUNTS**  
**FINANCIAL PERIOD 1 JANUARY - 31 DECEMBER 2016**  
**(PLN)**

**COMMENTS ON THE UNION OF THE BALTIC CITIES EXPENDITURE:**

<b>1 Commissions</b>		<b>315 101,02</b>
Cultural Cities		16 529,41
Inclusive and Healthy Cities		57 269,82
Planning Cities		77 116,36
Safe Cities		37 717,88
Smart and Prospering Cities		25 209,52
Sustainable Cities		44 154,05
Youthful Cities		44 490,00
Working Group on Gender Equality		12 613,98
<b>2 Services/Maintenance</b>		<b>228 968,00</b>
Meetings, publications, translations, documents, website updates, social media, auditing, accounting etc		
<b>3 Meetings</b>		<b>163 351,21</b>
<b>Conference on Refugees (Rostock)</b>		<b>79 715,93</b>
- meals	50 819,33	
- accommodation & travel costs	12 534,90	
- room rent	11 945,83	
- moderator	4 273,78	
- other	142,09	
<b>Executive Board (Rostock, Kaunas, Stockholm):</b>		<b>54 693,98</b>
- meals	24 117,30	
- accommodation & travel costs	23 803,85	
- other	6 772,83	
<b>Task Force meeting in Växjö</b>		<b>9 697,86</b>
<b>Workshops at 7 EUSBSR Strategy Forum - moderator, speakers</b>		<b>7 289,16</b>
<b>Participation of UBC representatives in other meetings</b>		<b>11 954,28</b>
<b>4 Communications Manager</b>		<b>121 366,53</b>
<b>5 Consulting</b>		<b>69 153,95</b>
KMG Finland - maintenance of website, projects of promotional materials, VAT		57 099,95
Foundation Gdańskie Centrum Multimedialne, former UBC website		12 054,00
<b>6 President</b>		<b>51 744,00</b>
<b>7 Communication</b>		<b>37 685,32</b>
Mailing		32 769,19
Telecommunication		4 916,13
<b>8 Publications, marketing</b>		<b>21 841,09</b>
Baltic Cities Bulletin - two issues		14 940,79
Rollup, pins, brochure		6 900,30
<b>9 Office materials, equipment</b>		<b>6 769,16</b>
Laptop, letter-heads, envelopes etc.		
<b>10 Bank charges</b>		<b>3 513,07</b>
<b>11 Miscellaneous</b>		<b>769,12</b>
e.g. Christmas cards, www domain		
<b>12 Exchange rate adjustment</b>		<b>22,80</b>
<b>13 Costs of 2015 paid in 2016</b>		<b>9 302,01</b>
XIII UBC General Conference operator costs		5 300,30
Accounting, other		4 001,71

**TOTAL in 2016**

**1 021 651,90**

**Costs of 2016 paid in 2017**

**31 215,41**

Refund for IHCC - film on refugees in Trelleborg and VAT

19 288,69

KMG Turku, transfer and hosting of websites

4 446,12

Refund for the speaker at the workshop at the EUSBSR Forum

2 113,88

Refund, SPCC chair, 77th UBC Executive Board meeting

1 591,00

Accounting, other

3 775,72

## UBC membership fees in 2016

No.	Member City	Inhabitants	Invoice (EUR)	Transferred (EUR)	Date of receiving
1	Aarhus	315 000	5 800	5 800,00	28.04.16
2	Aalborg	201 142	5 800	2 900,00	8.06.16
3	Arendal	43 700	2 400	2 400,00	25.04.16
4	Bergen	271 800	5 800	5 800,00	31.05.16
5	Bergen auf Rugen	14 080	1 200	1 200,00	22.04.16
6	Cēsis	19 275	840	840,00	19.05.16
7	Chojnice	39 420	1 680	1 680,00	26.04.16
8	Darłowo	14 000	420	420,00	12.08.16
9	Elbląg	127 954	2 730	2 730,00	18.04.16
10	Elva	5 807	420	420,00	16.05.16
11	Espoo	256 760	5 800	5 800,00	14.04.16
12	Gargždai	14 989	840	840,00	20.04.16
13	Gävle	96 969	3 250	3 250,00	7.04.16
14	Gdańsk *	460 427	*	*	*
15	Gdynia	248 726	4 060	4 060,00	26.04.16
16	Greifswald	55 051	3 250	3 250,00	19.04.16
17	Guldborgsund	61 322	3 250	3 250,00	18.04.16
18	Haapsalu	11 600	840	840,00	18.04.16
19	Halmstad	94 000	3 250	3 250,00	29.04.16
20	Helsinki	603 968	7 250	7 250,00	2.05.16
21	Hiiu	4 856	420	420,00	2.05.16
22	Jēkabpils	25 883	1 680	1 680,00	6.04.16
23	Jelgava	64 279	2 275	2 275,00	5.04.16
24	Jõhvi	10 775	840	840,00	8.04.16
25	Jõgeva	5 406	420	420,00	2.05.16
26	Jūrmala	57 671	2 275	2 275,00	19.04.16
27	Jyväskylä	135 000	3 900	3 900,00	2.05.16
28	Kalmar	62 815	3 250	3 250,00	19.05.16
29	Karlskrona	64 032	3 250	3 250,00	25.05.16
30	Karlstad	86 929	3 250	3 250,00	18.05.16
31	Kaunas	307 498	4 060	4 060,00	5.04.16
32	Keila	9 962	420	420,00	30.05.16
33	Kemi	22 285	1 200	1 200,00	2.05.16
34	Kiel	239 866	5 800	5 800,00	18.04.16
35	Klaipėda	158 541	2 730	2 730,00	14.04.16
36	Kolding	89 556	3 250	3 250,00	26.04.16
37	Koszalin	109 183	2 730	2 730,00	15.04.16
38	Kotka	54 849	3 250	3 250,00	4.05.16
39	Kristiansand	84 476	3 250	3 250,00	29.04.16
40	Kristianstad	79 543	3 250	3 250,00	27.04.16
41	Kuressaare	12 968	840	840,00	27.05.16
42	Lahti	103 352	3 900	3 900,00	2.05.16
43	Liepāja	83 300	2 275	2 275,00	17.05.16
44	Linköping	149 000	3 900	3 900,00	10.06.16
45	Luleå	74 178	3 250	3 250,00	23.05.16
46	Maardu	16 582	840	840,00	8.04.16

47	Malbork	38 872	1 680	1 680,00	21.04.16
48	Malmö	303 873	5 800	5 800,00	10.06.16
49	Mariehamn	11 286	1 200	1 200,00	2.05.16
50	Międzyzdroje	6 577	420	420,00	29.04.16
51	Mielno	4 855	420	420,00	27.04.16
52	Narva	58 663	2 275	2 275,00	13.04.16
53	Næstved	80 954	3 250	3 250,00	8.04.16
54	Örebro	135 460	3 900	3 900,00	26.04.16
55	Oskarshamn	26 163	2 400	2 400,00	2.05.16
56	Palanga	17 930	840	840,00	24.05.16
57	Panevėžys	97 949	2 275	2 275,00	11.04.16
58	Pärnu	43 488	1 680	1 680,00	25.04.16
59	Pori	83 487	3 250	3 250,00	2.05.16
60	Porvoo	49 087	2 400	2 400,00	2.05.16
61	Pruszcz Gdański	26 591	1 680	1 680,00	29.04.16
62	Rakvere	15 264	840	840,00	27.05.16
63	Reda	22 778	840	840,00	19.04.16
64	Riga	693 064	5 075	5 075,00	4.12.15
65	Rostock	206 730	5 800	5 800,00	29.04.16
66	Šiauliai	107 875	2 730	2 730,00	18.04.16
67	Sillamäe	16 183	840	840,00	6.04.16
68	Słupsk	96 871	2 275	2 275,00	9.05.16
69	Söderhamn	25 300	2 400	2 400,00	12.04.16
70	Sopot	37 658	1 680	1 680,00	20.05.16
71	St. Petersburg	4 600 276	5 075	5 075,00	13.04.16
72	Tallinn	419 830	4 060	4 060,00	29.04.16
73	Tampere	220 000	5 800	5 800,00	15.04.16
74	Tartu	98 480	2 275	2 275,00	26.04.16
75	Trelleborg	42 794	2 400	2 400,00	19.05.16
76	Tukums	19 515	840	840,00	14.04.16
77	Turku	180 225	3 900	3 900,00	29.04.16
78	Umeå	117 294	3 900	3 900,00	2.05.16
79	Ustka	16 056	840	840,00	7.04.16
80	Vaasa	66 405	3 250	3 250,00	27.04.16
81	Västervik	35 892	2 400	2 400,00	23.05.16
82	Växjö	84 800	3 250	3 250,00	5.04.16
83	Viljandi	17 473	840	840,00	27.04.16
84	Visby	22 500	1 200	1 200,00	8.04.16
85	Võru	12 951	840	840,00	18.05.16
86	Dolina Charlotty		1 000	1 000,00	9.05.16
	<b>Total:</b>	<b>13 230 224</b>	<b>223 205</b>	<b>220 305,00</b>	

\* Gdańsk contribution in 2016: 44 564,50 EUR



## EXPENDITURE OF UBC COMMISSIONS IN 2016 (EUR)

Commission on	Granted	Transfer	Date	Purpose
Cultural Cities (Pori)	10 000 start-up money	233,1	23.12	<b>1. Lead cities / secretariat costs 993,81</b> J. Simula, Turku, hotel, taxi, bus tickets, meeting of the Cultural Cities Commission, Turku, 25-27.9.16
		182,11	23.12	J. Simula, plane, bus ticket, Culturability meeting, Jurmala, 29-30.9.2016
		527,6	23.12	J. Simula, hotel, ferry, bus tickets, Annual Forum for EUSBSR and UBC Executive Board meeting, Stockholm, 8-10.11.16
		51	23.12	J. Simula, bus tickets, 24 <sup>th</sup> BSSSC Annual Conference, Hameenlinna, 15.09.16
		400	26.10	<b>2. Activities 2 154,53</b> T. Werner, refund for two representatives of Rostock, meeting of the Cultural Cities Commission, Turku, 25-27.9.16
		732,16	23.11	Joint meeting of Cultural Cities Commission, Safe Cities Commission and Sustainable Cities Commission, Słupsk, 15-17.06.16, part of financing
		384	30.11	A tour in Logomo, meeting of the Cultural Cities Commission, Turku, 25-27.9.16
		232,07	5.12	Dinner, meeting of the Cultural Cities Commission, Turku, 25-27.9.16
		79,30	5.12	Lunch, meeting of the Cultural Cities Commission, Turku, 25-27.9.16
		327	23.12	J. Simula, hotel of R. Krajewicz, Chojnice, meeting of the Cultural Cities Commission, Turku, 25-27.9.16

Inclusive and Healthy Cities (Trelleborg, Gdynia)	10 000 start-up money 6 950 from 2015 for the meeting of the commission in Karlstad	1 600,58 (7 119,69 PLN)	22.07	<b>1. Lead cities / secretariat costs 4 284,81</b> K. Stec, J. Józefczyk, M. Gajewska, A. Miller, Gdynia, hotel, plane, train tickets, insurance, meeting of the Inclusive and Healthy Cities Commission, Karlstad, 8-10.03.16
		356,71 (1 586,72 PLN)	22.07	J. Józefczyk, hotel, train ticket, insurance, per diem, UBC Conference on Refugees, Rostock, 14-16.03.16
		2 327,52 (10 138,2 PLN)	22.07	K. Stec, J. Józefczyk, M. Gajewska, A. Miller, A. Mróz-Wykus, hotel, plane and train tickets, insurance, per diem, meeting of the Inclusive and Healthy Cities Commission, Trelleborg, 19-20.05.16
		926,12	6.05	<b>2. Activities 8 747,64</b> Refund for organisation of the meeting of the Inclusive and Healthy Cities Commission, Karlstad, 8-10.03.16 Music entertainment – 327,33 Lunch – 130,17 Lunch – 84,01 Dinner – 384,61
		300	31.05	K. Lankovska, Jelgava, reimbursement of expenses, meeting of the Inclusive and Healthy Cities Commission, Trelleborg, 19-20.05.16
		2 022,52	28.10	Refund for organisation of the meeting of the Inclusive and Healthy Cities Commission, Trelleborg, 19-20.05.16 Dinner - 236,93 Visit to Trelleborg, Vikings and viking dinner - 1 556,58 Lunch - 114,40 Lunch - 114,61
		230	31.10	D. Koźmiński, Gdańsk, hotel, meeting of the Inclusive and Healthy Cities Commission, Espoo, 26-28.10.16
		1 139,55	22.12	Refund for organisation of the meeting of the Inclusive and Healthy Cities Commission, Espoo, 26-28.10.16 Dinner - 644,83 Lunch - 214,74 Refreshments - 92,45 Dinner - 683,09 Bus transfer - 500 Lunch - 144
		4129,45		Refund for remuneration for O. Lazarevski for making a film on refugees in Trelleborg
Planning Cities (Aarhus)	23 400	17 932,37	21.04	Unspent from 2015: 5 467,63 (Money on commission's account) <b>1. Lead cities 3 881,24</b> N.P. Mohr, plane, train tickets, taxi, Steering group meeting / seminar preparation meeting in Söderhamn, 11-13.01.16, 320,03 P. Szewczyk, plane, bus, train tickets, Steering group meeting / seminar preparation meeting in Söderhamn, 11-13.01.16, 105,5 M. Liepa, plane, train tickets, Steering group meeting / seminar preparation meeting in Söderhamn, 11-13.01.16, 310,4 N.P. Mohr, P. Szewczyk, M. Liepa, T. Stromberg, hotel, Steering group meeting / seminar preparation meeting in Söderhamn, 11-13.01.16, 740,56 N.P. Mohr, P. Szewczyk, M. Liepa, T. Stromberg, dinner, Steering group meeting / seminar preparation meeting in Söderhamn, 11-13.01.16, 122,80 M. Liepa, transport by car, UBC executive Board meeting, Kaunas, 6-8.06.16, 150

			<p>N.P. Mohr, flight, car, Steering group meeting/seminar preparation meeting in Klaipeda, 26-28.06.16, 295,87</p> <p>P. Szewczyk, plane ticket, taxi, Steering group meeting/seminar preparation meeting in Klaipeda, 26-28.06.16, 320,53</p> <p>T. Stromberg, plane ticket, Steering group meeting/seminar preparation meeting in Klaipeda, 26-28.06.16, 935,25</p> <p>P. Szewczyk, T. Stromberg, hotel, Steering group meeting/seminar preparation meeting in Klaipeda, 26-28.06.16, 510</p> <p>N.P. Mohr, P. Szewczyk, T. Stromberg, meals, Steering group meeting/seminar preparation meeting in Klaipeda, 26-28.06.16, 70,3</p> <p><b>2. Activities 14 000</b></p> <p>City of Söderhamn, organization of seminar of the Planning Cities Commission, 22-25.05.16, 7 000</p> <p>C-J. Engström, lecturer - 1 177,56</p> <p>M. Wallström, Hälsinglands utbildningsförbund, lecturer - 872</p> <p>Conference package, CFL – Centre for Flexible, facilities, technique, lunch - 3 920,49</p> <p>Welcome dinner – 3 625,38</p> <p>Formal dinner and entertainment – 8 063,44</p> <p>Albertina package dinner and boat trip – 2 536,18</p> <p>Refreshments, planning meeting – 56,44</p> <p>Flowers, give-a-way-bag, candy, keyholder – 120,23</p> <p>Lönns buss, guided bus tour – 409,47</p> <p>Söderhamns taxi - 48,94</p> <p>Furan foto – materials – 21,03</p> <p>Hälsinge Bok – pencils and paper – 141,74</p> <p>Elia electric assistance – 221,75</p> <p>City of Klaipeda, organization of the seminar of the Planning Cities Commission 16-19.10.16, 7 000</p> <p>Culture program – 4 924,7</p> <p>Rent of the venue -5 989,5</p> <p>Decoration of the venue – 242</p> <p>Public advertising services – 704,22</p> <p>Translation of the brochure to English -121</p> <p>Devices for creative workshops – 314,60</p> <p>Transfers from/to the Palanga airport – 30</p> <p>Tickets to museums – 257,4</p> <p>Package for work, 2125</p> <p>Plane tickets for speakers – 50</p> <p>Remuneration for speakers – 1 500</p> <p>Accommodation for speakers – 95</p> <p>Brochure of the seminar - 175</p> <p>Services of the photographer – 200</p> <p>Guide in English – 180</p> <p>Rent of the vessel – 771</p> <p>The above costs are based on the invoice of the company “Konsultacijos verslui” issued for the city of Klaipeda for organising the meeting at the amount of 20 679,42.</p> <p><b>Total: 17 881,24</b></p>
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Safe Cities (Liepāja)	15 000	112,32		<b>1. Lead cities / secretariat costs 2 245,4</b>
		137		K. Varpins, Liepāja, plane ticket, UBC Conference on Refugees, Rostock, 14-16.03.16
		284,80 (1 260 PLN)	27.05	K. Varpins, hotel, UBC Conference on Refugees, Rostock, 14-16.03.16
		114,32	27.05	K. Varpins, hotel, Joint meeting of Cultural Cities Commission, Safe Cities Commission and Sustainable Cities Commission, Słupsk, 15-17.06.16
		84,73	15.06	K. Varpins, plane ticket, VASAB conference, Warsaw, 7.06.16
		198,97 (856,26 PLN)	22.09	K. Varpins, hotel, VASAB conference, Warsaw, 7.06.16
		386,16 (3 750 SEK)	18.10	K. Varpins, plane ticket, Annual Forum for EUSBSR and UBC Executive Board meeting, Stockholm, 8-10.11.16
		55,48 (540 SEK)	27.10	K. Varpins, hotel, Annual Forum for EUSBSR and UBC Executive Board meeting, Stockholm, 8-10.11.16
		95,68 (414 PLN)		K. Varpins, train ticket, Annual Forum for EUSBSR and UBC Executive Board meeting, Stockholm, 8-10.11.16
		296,40	29.11	K. Varpins, hotel, Smart Metropolia Congress, Gdańsk, 23-24.11.16 – refunded by Smart Metropolia Forum
		281,03 (1 233.50 PLN)	23.11	K. Varpins, transport by car, Smart Metropolia Congress, Gdańsk, 23-24.11.16 – refunded by Smart Metropolia Forum
		264,37 (2 600 SEK)	23.11	K. Varpins, plane ticket, Sustainable City Development 2016, Malmö, 30.11-2.12.16
		326,22	7.12	K. Varpins, participation fee, Sustainable City Development 2016, Malmö, 30.11-2.12.16
				K. Varpins, transport, hotel, Sustainable City Development 2016, Malmö, 30.11-2.12.16
				<b>2. Activities 5 880,51</b>
		104,48 EUR	17.03	Commission website
		19,32 (84,87 PLN)	20.05	Commission's project website
		24,55 (104 PLN)	5.04	VAT tax for the website
		732,16		Joint meeting of the Cultural Cities Commission, Safe Cities Commission and Sustainable Cities Commission, Słupsk, 15-17.06.16, part of financing
		3 000	28.12	Creating a short animation movie about safety topics
2 000	28.12	Commission website		
		<b>Total: 8 125,91</b>		

Smart and Prospering Cities (Kiel, Kristiansand)	10 000 start-up money	345,90	2.06	<b>1. Lead cities / secretariat costs 2 433,82</b> W. Schmidt, Kiel, hotel, parking, transport, Workshop Creative Ports, Munich, 18-20.04.16
		688,42	2.06	W. Schmidt, hotel, transport, allowance, Innovation Ecosystems 2016, Copenhagen, 26-27.05.16
		87	2.09	W. Schmidt, transport, preparation of the Attractive Cities 2016, Hamburg, 23.08.16
		248	6.10	W. Schmidt, parking, kilometer allowance, preparation of the Attractive Cities 2016, Hamburg, 20-22.08.16
		612,32	10.11	W. Schmidt, transport, hotel, Innovation Ecosystems 2017, Munich, 19-21.10.16
		452,18	23.11	T. Hogstad, Kristiansand, travel, hotel, preparation of the Attractive Cities 2016, Hamburg, 20-22.08.16
		271,42	2.06	<b>2. Activities 3 026,54</b> Dinner, lunch, gifts, Innovation Ecosystems 2016, Copenhagen, 26-27.05.16
		811,62	6.06	R. P. Meyer, speaker, hotel, transport, Innovation Ecosystems 2016, Copenhagen, 26-27.05.16
		87,50	6.10	Lunch, preparation of the Attractive Cities 2016, Hamburg, 20-22.08.16
		20	6.10	Gift for speaker, preparation of the Attractive Cities 2016, Hamburg, 20-22.08.16
1 836	6.02.17	M. King-Grubert, travel, remuneration, UBC SPC Attractive cities seminar, Hamburg, 20-22.08.16		
<b>Total: 5 460,36</b>				
Sustainable Cities (Turku)	10 000 start-up money	9 267,87	21.12	<b>1. Lead cities / secretariat costs 10 244,57</b> B. Grönholm, A. Kotaviita, P. Phjalainen, Turku, hotels, plane, transport, taxi, per diem, Joint meeting of Cultural Cities Commission, Safe Cities Commission and Sustainable Cities Commission, Dolina Charlotty, 15-17.06.16, 1 325,24 B. Grönholm, A. Kotaviita, O-P. Mäki, hotel, lunch, per diem, the second UBC SCC Advisory Board meeting, Lahti, 08.09.16, 373,4 B. Grönholm, A. Kotaviita, hotel, plane, taxi, per diem, J. Rinne, hotel, meeting of the Sustainable Cities Commission, Jelgava, 12-14.10.16, 1 105,86 B. Grönholm, plane, hotel, taxis, train, Annual Forum for EUSBSR and UBC Executive Board meeting, Stockholm, 8-10.11.16, 1225,72 B. Grönholm, plane ticket, hotel, train, taxi, per diem, Sustainable City Development 2016, Malmö, 30.11-2.12.16, 615,05 B. Grönholm, S. Vauramo, Lahti, R. Tamm, Tartu, Sustainable City Development 2016, Malmö, 30.11-2.12.16 Participation fee and co-arrangement, 1 599,30 Communication and visual outlook, 3 500 Adobe connect pro licence 2016, 500
		732,16	25.11	<b>2. Activities 7 218,46</b> Joint meeting of 3 commissions, Dolina Charlotty, 15-17.06.16, part of financing from the Cultural Cities Commission, Safe Cities Commission and Sustainable Cities Commission, 732,16 Catering, the second UBC SCC Advisory Board meeting, Lahti, 08.09.16, 486,3 Work with renewed UBC publications. Bulletins, newsletters, info letters, 6 000
<b>Total: 17 463,03</b>				

<p>Youthful Cities (Gävle, Kolding)</p>	<p>10 000 start-up money</p>	<p>10 000</p>	<p>20.01.16</p>	<p><b>1. Lead cities / secretariat costs 3881,30</b></p> <p><b>Meetings</b>  Planning meetings with Lena Hernandez Modin, YCC Chair, 2.03.16 and 6.09.16, Stockholm, travel of Carsten Adamsen – 442,52  Dinner (Carsten Adamsen, 2 youth representatives), 8.11.16, Stockholm – 101  EUSBSR Forum, Stockholm, 8-9.11.16, travel of Carsten Adamsen – 368,16  Executive Board meeting, Taxi of Lena Hernandez Modin, 10.11.16, Stockholm – 24,04</p> <p><b>Promotion materials</b>  Giveaways (paper block with logo, bags, braingames) – 1584,34  Bags with logo for the meeting in Elva – 179,64</p> <p>Financial administration – 1181,85</p> <p><b>2. Activities 6118,45</b></p> <p><b>Meeting in Turku, 12-15.04.16</b>  Meals - 2377,20  Coffee breaks – 824,46  3 youth representatives from Poland, flight and hotel – 481,87  Field trip museum Guide &amp; ticket cost – 196</p> <p><b>Meeting in Elva, 11-14.10.16</b>  Car rental – 442,80  Dinners – 424,90  Bus transport – 198  Entrance Science center Tartu – 190</p> <p><b>EU Strategy Forum, Stockholm 8-9.11.16</b>  Youth representative from Denmark, flight &amp; hotel – 564,65  2 youth representatives from Poland, hotel - 336,93  Youth representative from Sweden, hotel - 81,64</p> <p><b>TOTAL: 10 000</b></p>
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Working Group on Gender Equality (Helsinki/Gdańsk)	10 000	234,58 (1 024,05 PLN)	23.02	<b>1. Lead cities / secretariat costs 1 033,81</b> M. Tarasiewicz, Gdańsk, plane ticket, UBC Conference on Refugees, Rostock, 14-16.03.16
		209	17.03	M. Tarasiewicz, hotel, other, UBC Conference on Refugees, Rostock, 14-16.03.16
		256,63 (1 104)	21.09	M. Tarasiewicz, preparation of the report from the meeting of the Working Group on Gender Equality, Gdańsk, 21-22.06.16
		292,16 (1 256,83)	21.09	M. Tarasiewicz, plane ticket, Annual Forum for EUSBSR and UBC Executive Board meeting, Stockholm, 8-10.11.16
		41,44 (405 SEK)	28.10	M. Tarasiewicz, train ticket, Annual Forum for EUSBSR and UBC Executive Board meeting, Stockholm, 8-10.11.16
		132,67 (583,00 PLN)	27.06	<b>2. Activities 2 014,01</b> Dinner, meeting of the Working Group on Gender Equality, Gdańsk, 21-22.06.16
		115,63 (507,60 PLN)	27.06	Catering, meeting of the Working Group on Gender Equality, Gdańsk, 21-22.06.16
		60,32 (265,00 PLN)	28.06	Dinner, meeting of the Working Group on Gender Equality, Gdańsk, 21-22.06.16
		314	1.07	Panevėžys Municipality, transport of A. Puodžiūnienė, meeting of the Working Group on Gender Equality, Gdańsk, 21-22.06.16
		166,38	13.07	H. Maidell, hotel of A. A. Puodžiūnienė, meeting of the Working Group on Gender Equality, Gdańsk, 21-22.06.16
		145,49 (1411,2 SEK)		T. Hogstad, A. Puodžiūnienė, A. Lagercrantz, dinner, UBC Executive Board meeting, Stockholm, 8-10.11.16
		454,52	16.11	H. Maidell, hotel and lunch of A. A. Puodžiūnienė, meeting of the Working Group on Gender Equality, Stockholm, 8-10.11.16
		625	25.11	Panevėžys Municipality, transport of A. Puodžiūnienė, meeting of the Working Group on Gender Equality, Stockholm, 8-10.11.16
				<b>Total: 3 047,82</b>

**CONTRIBUTIONS TO THE SECRETARIATS/CHAIRS IN 2016 (EUR)**

<b>City</b>	<b>Secretariat</b>	<b>Amount spent in 2016</b>
Aarhus	Planning Cities Commission	12 000
Gdańsk	Secretariat of the Union of the Baltic Cities	44 564,50
Trelleborg	Inclusive and Healthy Cities Commission	15 772
Kiel	Smart and Prospering Cities Commission	18 000
Liepāja	Safe Cities Commission	6 000
Pori	Cultural Cities Commission	
Turku	Sustainable Cities Commission	80 000
Gävle	Youthful Cities Commission	10 996
Helsinki	Working Group on Gender Equality	

The secretariat/chair costs include the staff remuneration, travels, premises, telecommunication, mailing, office materials and publications. Above figures do not include contributions from the UBC which are shown in annex 2.



**UBC PROJECTS WITH EXTERNAL FUNDING IN 2016 (EUR)**

<b>Project</b>	<b>Management</b>	<b>Member cities involved</b>	<b>• Donor(s)</b>	<b>Income</b>	<b>Expenditure</b>
<b>Making communities resilient to climate change: cross-sectorial cooperation in capacity building (CRCC)</b>	Council of the Baltic Sea States (CBSS) Secretariat	Liepāja (SafeCC, Jelgava (Safe Cities Commission)	<ul style="list-style-type: none"> <li>Swedish Institute Baltic Sea region seed funding grants</li> </ul>	Overall project budget 53 147	Overall project expenditures 30 000
<b>Baltic Urban Lab</b>	Turku (Sustainable Cities Commission)	Turku (SustCC), Riga, Tallinn	<ul style="list-style-type: none"> <li>BSR programme VB</li> </ul>	107 000	118 000
<b>Iwama</b>	Turku (Sustainable Cities Commission)	Turku (SustCC), Gdańsk, Kaunas, Jurmala, Lahti, Tartu	<ul style="list-style-type: none"> <li>BSR programme VB</li> </ul>	95 000	116 000
<b>IWATER</b>	City of Riga	Turku (SustCC), Riga, Gävle, Helsinki, Jelgava, Söderhamn, Tartu	<ul style="list-style-type: none"> <li>Central Baltic VA</li> </ul>	70 000	85 000
<b>SUMPs-Up</b>	ICLEI European secretariat	Turku (SustCC), Malmö	<ul style="list-style-type: none"> <li>HORIZON 2020</li> </ul>	4 000	4 000
<b>Eccentric</b>	City of Madrid	Turku (SustCC)	<ul style="list-style-type: none"> <li>HORIZON 2020/ Civitas</li> </ul>	15 000	15 000
<b>Dynamo</b>	City of Aachen	Turku (SustCC), Gdynia	<ul style="list-style-type: none"> <li>FP7/ Civitas</li> </ul>	124 000	77 500
<b>Challenge</b>	Ruprech Consulting (Germany)	Turku (SustCC)	<ul style="list-style-type: none"> <li>EC/ IEE</li> </ul>	21 000	36 000

## MEMBER CITIES CONTRIBUTION TO THE UBC EVENTS IN 2016

City	Event	Contribution (EUR)
Elva	Youthful Cities Commission open meeting, 11-14 October 2016	364,50
Espoo	Inclusive and Healthy Cities Commission meeting, 26-28 October 2016	1 139,55
Gdańsk	Working Group on Gender Equality meeting, 21-23 June 2016	
Jelgava	Sustainable Cities Commission meeting, 12-14 October 2016	5 438
Karlstad	Inclusive and Healthy Cities Commission meeting, 8-10 March 2016	632
Kaunas	76 <sup>th</sup> Executive Board meeting, 6-8 June 2016	3 888,68
Klaipėda	Planning Cities Commission seminar, 16-19 October 2016	13 679,42
Rostock	Impact of the European Refugees Crisis in the Cities of the Baltic Sea Region conference, 14-16 March 2016 and 75 <sup>th</sup> UBC Board meeting	23 550
Słupsk/Ustka	Cultures of Sustainability in Baltic Cities, a joint meeting of the UBC Commissions: Cultural Cities, Safe Cities and Sustainable Cities, 15-17 June 2016	
Söderhamn	Planning Cities Commission seminar, 22-25 May 2016	11 157
Turku	UBC Youthful Cities Commission meeting, 12-15 April 2016	900
	New Cultures of Education seminar, Cultural Cities and Youthful Cities Commissions, 25-27 September 2016	534

## UBC BUDGET FOR 2017 (EUR)

### I. INCOME

#### 1. Membership fees

Estonia, Lithuania, Latvia, Poland, Russia

2	5 075,00		10 150,00
	4	4 060,00	16 240,00
	4	2 730,00	10 920,00
	7	2 275,00	15 925,00
	7	1 680,00	11 760,00
	14	840,00	11 760,00
	6	420,00	2 520,00
	1	1 000,00	1 000,00

**Subtotal** **80 275,00**

Denmark, Germany, Finland, Norway, Sweden

1	7 250,00		7 250,00
	8	5 800,00	46 400,00
	5	3 900,00	19 500,00
	16	3 250,00	52 000,00
	6	2 400,00	14 400,00
	4	1 200,00	4 800,00

**Subtotal** **144 350,00**

**TOTAL** **224 625,00**

#### 2. Transferred from 2016

**180 845,98**

**TOTAL** **405 470,98**

### II. EXPENDITURE

#### 1. Commissions & Gender equality work\*

120 000,00

Cultural Cities  
Inclusive and Healthy Cities  
Planning Cities  
Safe Cities  
Smart and Prospering Cities  
Sustainable Cities  
Youthful Cities  
Gender Equality Working Group

#### 2. Meetings

60 000,00

#### 3. Services/Maintenance

55 000,00

#### 4. Communication and Marketing

40 000,00

#### 5. Consulting

18 000,00

#### 6. Activities within CECICN

12 000,00

#### 7. President

12 000,00

#### 8. Communication (post, phone)

8 000,00

#### 9. Activities within HA Capacity

6 540,00

#### 10. Publications

5 000,00

#### 11. Office materials, equipment

3 000,00

#### 12. Bank charges

1 000,00

#### 13. Miscellaneous

1 000,00

#### 14. Budget reserve

63 930,98

**TOTAL** **405 470,98**

\* Not more than 40% can be spent by the lead city(s) for: secretariat, remunerations (including projects), subcontractors, travel, mailing, office supplies, promotion materials. Any changes in the commission budget require President's approval.