Union of European Federalists
Union Europäischer Föderalisten
Union des Fédéralistes Européens

Financial and Contributions Order

The Union of European Federalists (U.E.F.) has adopted its Financial and Contributions Order (U.E.F.-FCO) on the occasion of the virtual meeting of the Federal Committee (FC) of the U.E.F., held on 4 September 2021 on the base of Article 6 paragraph 4 and 5, Article 7 paragraph 3, Article 15 paragraph 7 of the Statutes of the U.E.F. (U.E.F.-S) adopted by the formative Congress on 13th April 1973 in Brussels - last amended by the XXVII Congress on 3rd and 4th July 2021 in Valencia.

Article 1

Principles

(1) The U.E.F. shall pursue its policy objectives on the basis of financial independence and the rules of generally accepted accounting and sound financial management principles.

(2) Planning, approval and implementation of the budget of the U.E.F. shall be based on the relevant regulations of the U.E.F.-S, the U.E.F.-FCO and the Rules of Procedure (U.E.F.-RoP) applicable to the respective organ which also bind the Sections to proper participation.

Article 2

Sources of income

The main sources of income for the U.E.F. are :

1. the contributions of the Sections for each of their members (Art. 6 paragraph 4 U.E.F.-S),
2. the membership fees of the individual members of the U.E.F. (Art. 6 paragraph 3 U.E.F.-S),
3. donations,
4. public and private funding and
5. other revenues.

Article 3

Budget

(1) The Executive Bureau (EB) shall submit the annual budget to the FC for approval in a timely manner upon the joint and agreed proposal of the Secretary General and the Treasurer.

(2) In the budget, the operational costs of the Secretariat should be presented strictly separately from the costs for the projects. In the budget, incomes and costs of both the Secretariat and the projects should be presented strictly separated.

(3) The budget shall be presented in balance and shall contain the allocations to and withdrawals from reserves, including necessary loans and the quantification of provisions for risks assessed in good faith, as well as the balance of assets before the beginning of the respective financial year.

(4) The auditors shall be informed of the corresponding submissions to the bodies and shall have the right to comment to the EB at any time beyond their ordinary duties. Grant applications shall be made available to the auditors prior to submission. The auditors can provide an assessment, in particular of the financial implications for the UEF. The Secretariat shall regularly inform the auditors about the implementation of the grants. Access to the files shall be granted at any time.

(5) Paragraphs 1 to 4 shall apply mutatis mutandis to amendments and/or adaptations to the budget in the current financial year and the financial statements.

(6) The financial year corresponds to the calendar year.

Article 4

Contributions and membership fees

(1) Contribution in the sense of the U.E.F.-FCO means the amount which the Sections pay to the UEF. The regulations on the levying of membership fees by the Sections and their regional and local subsections shall remain unaffected.

Membership fees in the sense of the U.E.F.-FCO means the amount paid by the individual member to the U.E.F..

(2) The contributions of the Sections for their members and the membership fees of the individual members to the U.E.F. are their main regular and reliable sources of income. The U.E.F. is dependent on the fulfillment of the respective financial contribution obligations in full and on time in order to serve its tasks and to provide its services to the member Section, their members and the individual members.

(3) The obligation of the Sections to pay contributions for their members persists for three months in each quarter for which a membership is reported. The obligation for individual members to pay membership fees starts with the first month of membership until the end of the respective calendar year and emerges at the beginning of each of the following years for the whole of the year.

(4) The amount of the Sections contributions for each of their members and the membership fees for individual members shall be decided by the FC in line with Article 3, in the regular case as a part of the budget proposal. The respective decision of the FC shall be made an integral part of this FCO as an Annexe.

(5) The decision shall fix the definition of the contributions to be paid by the Sections for each of their members and the minimum membership fee to be paid for the individual members and

shall, if the decision contains any changes, apply in the regular case from the beginning of the following calendar year.

(6) The decision may contain a reference model, accessible on an equal base for all Sections, which supports a double membership in a Section of the U.E.F. and the corresponding JEF branch. If Sections join this reference model and grant access on an equal base to it they can apply for a reduced contribution, fixed in the decision, for the respective members and for terms after application.

(7) For individual members the decision may contain a reduced rate for pupils, students, trainees, persons seeking employment or similar cases. A justified request to pay a reduced fee in future can be submitted to the Secretary General with the membership application or later after particular circumstances arised.

(8) Termination of membership in the U.E.F. by Sections or individual members is only possible at the end of a calendar year and must be communicated to the Secretary General at the latest by the end of the third quarter (30 September) of the current calendar year. If the period of notice is not observed, the membership and thus the obligation to pay contributions and membership fees shall be extended for a further calendar year.

Article 5

Calculation of the contributions and membership fees

(1) For the report of their numbers of members, the Sections are, in the sense of Article 4 paragraph 2 and 3, obliged to clarity, truth and solidity in order to serve solidarity and to develop mutual trust both between the Sections amongst each other and between the U.E.F. and its Sections.

(2) In accordance with Article 24 paragraph 3c U.E.F.-S the Sections shall inform the Secretariat by 31 January at the latest on the number of Members they had during the previous year. On this basis, the Secretary General shall subsequently send each Section a calculation of their contribution amount for the current calendar year and a request to pay the amount due by the end of the first quarter at the latest.

(3) The EB may, on a base applicable for all Sections concerned on their request, decide on general exceptions from deadlines set in paragraph 2 for smaller Sections.

(4) If a Section fails to report in line with paragraph 2 first sentence, the Secretary General can proceed with an estimated number. If the estimation is contested by the Section, the EB decides.

(5) The Sections can report any substantial change in the number of members on a quarterly basis. In such case, the Secretary General shall issue an updated calculation and payment request.

(6) In any case, the maximum contribution payable by a Section in the course of a calendar year shall not exceed 30 percent above the average of the contributions paid in the five

preceding years. This rule only applies to Sections that contributed more than €5,000 in membership fees in the preceding year.
The calculation does not take into account section payments arrears, deferrals and waiver of contributions in individual cases or special features that result from quarterly request.

(7) In individual cases and on a justified request of the Section concerned, the EB, on the base of a proposal of the Secretary General, may defer the payment of the due contributions from the Section concerned or an individual member. In case of structural difficulties of a Section, upon motivated request and in positive opinion by the Secretary General, the EB may waive for a certain (well defined) period the payment of a due contribution for the Section concerned. Such exceptional decisions should be accompanied by the obligation to present a report aimed at improving the financial situation of the Section concerned. With the same exceptional procedure, the minimum contribution of small sections may be reduced in the case of newly established sections, asymetrical membership developments or negatively developing purchasing power in the country of the respective section.

Article 6

Participation Fees

(1) For all participation fees in the course of events and meetings of the organs of the U.E.F. the EB decides on the base of a proposal of the Secretary General.

(2) In the case delegates in the organs of the U.E.F. (namely after Article 12 paragraph 1 b and 14 paragraph 1 b U.E.F.-S) or members officially nominated as representants in U.E.F. events are not fulfilling their financial obligations to the U.E.F. in due time, their Section is held responsible and obliged to fulfill.

Article 7

Services

(1) Each Section and each individual member may use the services offered by the U.E.F. on a general basis.

(2) The U.E.F. shall provide services to the Sections on the basis of a written contract and against reimbursement of costs.

(3) The contract partner as obligor of a claim of payment is in default at the latest if he does not perform within thirty days after the due date and a receipt of an invoice or equivalent statement of payment.

Article 8

Damages

(1) If the Section as contract partner breaches a duty arising from the obligation fixed in the contract, U.E.F. may demand compensation of damages for the damage caused thereby.

(2) To the extent that the contract partner as project partner of U.E.F. does not render performance when it is due or does not render performance as owed, U.E.F. may, subject to the requirements of paragraph 1, demand compensation of damages also in lieu of performance.

(3) The contract partner as obligor of damages is in default at the latest if he does not perform within thirty days after the due date of a statement of payment.

Article 9

Default

(1) If the Section has not paid its contribution on time in accordance with Article 5 paragraph 2 it shall be in default. The Secretary General shall remind a Section immediately after the default to its obligations. If the Section fails to make up the contribution payment within the new quarter, it shall automatically lose its right to vote in the organs of the UEF until the full amount of the obligations to contribute and other obligations emerged in the meantime have been paid. The Secretary General shall prepare and submit to the EB a proposal for a declaratory decision which states the loss of the Sections voting rights and the date the decision takes effect.

(2) If the Section is 6 months in default and does not respond to contact, it may be removed from the membership list. The Secretary General shall inform the EB of any further delay in payment by the Section concerned and submit a proposal for a decision on how to proceed.

(3) If the individual member has not paid its membership fee in due time in accordance with Article 5 paragraph 8, it shall be in default. The Secretary General shall remind the member to pay the membership fee by the end of the first month of the new quarter. The membership rights of an individual member shall be suspended until the membership fee has been paid in full. The Secretary General after consultation of the EB shall inform him/her in written.

(4) If the individual member is 6 months in arrears and does not respond to contact, it may be removed from the membership list. The Secretary General shall inform the EB of the further delay in payment of the individual member concerned and submit a proposal for a decision on how to proceed.

Article 10

Technicalities

Any technical requirements necessary to proper establish or to proceed or to follow obligations in the context of this U.E.F.-FCO may be set by the Secretary General if the EB is not responsible.

Article 11

General and transitional provision

(1) The Federal Committee at its meeting held on 4 September 2021, passed this Financial and Contribution Order (FCO).

(2) Its current version shall be available published on the UEF website and sent by email to the Presidents and General Secretaries of the member sections to the individual members.

(3) It enters into force with immediate effect and with the following transitional rules.

(4) The articles and paragraphs concerning the amounts of the contributions or membership fees and any decisions based thereon are applicable as from 1st of January 2022. Existing decisions in this context remain unchanged and applicable until then if no other decisions are taken by the responsible body in and explicitly for the meantime.

(5) The reporting of membership figures by the member sections for the membership fee due in the 1st quarter of the calendar year 2022 has to be done to the Secretariat by 31 January 2022. The membership figures to be reported are those which the section has on 31 December 2021.

(6) Payment obligations of the Sections towards the U.E.F. from the time before 1 January 2022 will be determined promptly by the EB after discussion of the closing of the accounts for the year 2021 and requested together with the next following quarterly payment.

(7) Sections joining the UEF after this date shall receive the FCO as part of the forms for their application of membership. The FCO shall be binding for them.

Proposed amendment. Update all the dates in the document.

ANNEXE

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ANNEXE:

Decision according to Article 4 paragraph 3 U.E.F.-FCO

In its meeting held on 21st-22nd November 2026, the Federal Committee (FC) of the U.E.F. took the following decision:

On the base of Article 6 paragraph 4 U.E.F.-S and Article 4 paragraph 4 U.E.F.-FCO the following amounts for fees and contributions shall be applicable as from 1st of January 2027:

1. The Sections are obliged to pay a contribution of 4,-- € for each of their members per year with a minimum of 100,-- € per year for each Section as a whole.

2. The minimum membership fee for individual members of the U.E.F. is 48,-- € per year, the reduced fee for pupils, students, trainees, persons seeking employment or similar cases is 24,-- € per year.