

Formal Session

Agenda Item F4: Discussion on Member contributions

Meeting Document F4.2: Accountability of Member's in-kind contributions

The EuroGOOS Member SOCIB prepared this document to propose the accountability of Member's in-kind contributions to be discussed at the Annual General Assembly Meeting.

Proposal for EuroGOOS General Assembly - 24-25 May 2022

Accountability of Members in-kind contributions

Table of Contents

1. Should EuroGOOS account member in-kind contributions?	2
1.1. What are in-kind contributions?	2
1.2. Why is accounting in-kind contributions important?	2
2. How to report the member's contributions?	3
2.1. EuroGOOS Office monitors each member's contribution	3
2.2. Members report their contributions to the EuroGOOS Office	4

1. Should EuroGOOS account member in-kind contributions?

On the 20th April 2022, SOCIB has requested the EuroGOOS office to add a new item in the Agenda of the EuroGOOS GA (24-25 May, 2022), as previously mentioned, discussed and agreed in the context of the Membership Committee.

The **objective** of this proposal is:

- To discuss and raise the possibility of accounting and recording members in-kind contributions.

1.1. What are in-kind contributions?

In-kind contributions free-of-charge:

- are any **direct expenditure** of a member (other than providing the membership) for activities of EuroGOOS.
- comprise the provision of **personnel, equipment** as well as other **goods, research infrastructure, facilities, works** and **supplies** (such as consumables, dissemination costs and publications), **services**, etc. from the members at no cost to EuroGOOS.
- are very **important for the advancement of EuroGOOS strategy**, since they provide a new way of giving for the members (in addition to the membership) while EuroGOOS is able to continue advancing its mission.

1.2. Why is accounting in-kind contributions important?

Recording in-kind contributions would allow EuroGOOS:

- To accurately present the **types and value of contributions** it receives from the members to support its mission. Both the income and the costs of EuroGOOS should reflect the in-kind contribution.
- To track and **represent the full range of support** received by EuroGOOS.
- To **reflect the full range of resources** that EuroGOOS is actually managing as part of the work of the organization. This may demonstrate that the EuroGOOS scope and capacity is greater than the cash-based budget would show.
- To find the **right balance** between the **member contributions** to EuroGOOS (cost for in-kind and memberships) and the expected benefits.
- To identify and duly recognise the activity of the members, being part of Task Teams, Working Groups, ROOSes thus **reinforcing their behavior** that supports the collaborative work, fostering **real participation** and **boosting**

the collaboration and the **involvement**. The members that provide EuroGOOS in-kind contribution free-of-charge could also be mentioned and cited in the outcomes. This would also benefit the creation of a competence matrix aiming to facilitate the creation of competitive consortia.

- To **fairly assess institutional involvement** (in terms of manpower effort) and **individual merit** and contributions required for job positions or grants.
- To **promote the effective cooperative effort** of the members seeking the EuroGOOS vision, based on the shared values, mutual trust, inspiring vision, skills and rewards.
- To **avoid the shirking of duties, responsibilities and commitments**, which can cause the failure of teamwork. This is another reason to establish clear norms of accountability for member contributions to the EuroGOOS effort.
- To **improve coordination in the EuroGOOS**, between TTs, WGs, ROOSes and the Office.

2. How to report the member's contributions?

Accurate valuation and revenue recognition and reporting of in-kind contributions are a challenge. Two options are tentatively proposed for reporting the in-kind contributions of the members:

2.1. EuroGOOS Office monitors each member's contribution

In this case, the EuroGOOS Office will be in charge of monitoring the EuroGOOS community involvement in activities as participants in task teams, working groups and ROOS

Who	EuroGOOS Office
What	Monitor the involvement (in Person-Month) of each member in every WG/TT/ROOS
When	At annual basis (after activities have been done)
How	Requesting the fulfillment of a survey (specifically designed for reporting the in-kind contribution by the Office)
Where	Google Form

2.2. Members report their contributions to the EuroGOOS Office

In this case, each member will be responsible for reporting every activity as a participant in task teams, working groups and ROOSes once a year.

Who	Each EuroGOOS member
What	Report the involvement (in Person-Month) in each WG/TT/ROOS
When	At annual basis (after activities have been done)
How	Sending an email to the office.
Where	Email