



**INTERNATIONAL IDEA**

Supporting democracy worldwide

# Financial Statements 2020



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# Secretary-General's Report

## Statement of Activities

The Secretary-General submits his report together with the audited financial statements for the year ended 31 December 2020.

### Principal Activity

Created in 1995, the International Institute for Democracy and Electoral Assistance (International IDEA) is an intergovernmental organization with a mandate to support sustainable democratic change. International IDEA does this through analyses of global and regional democratic trends; production of comparative knowledge on good international democratic practices; offering technical assistance and capacity-building on democratic reform to actors engaged in democratic processes; and convening dialogues on issues relevant to the public debate on democracy and democracy building. International IDEA brings together those who analyze and monitor trends in democracy with those who engage directly in political reform or act in support of democracy. International IDEA works with new and with long-established democracies, helping to develop and strengthen the institutions and culture of democracy. It operates at international, regional and national levels, working in partnership with a range of institutions.

A full report on the Activities of International IDEA is published annually as a separate document incorporating schedules drawn from the annual financial statements.

## Legal status

International IDEA was established as an international inter-governmental organization by 14 founding Member States at a conference held in Stockholm on 27 February 1995. International IDEA was registered in accordance with Article 102 of the United Nations Charter and has had observer status in the UN General Assembly since 2003

### Member States of International IDEA



## Offices

International IDEA has a Headquarters' Agreement with Sweden and Host-country Agreements with the Governments of Australia, Belgium, Bolivia, Chile, Costa Rica, Ethiopia, Haiti, Mozambique, Nepal, The Netherlands, Panama, South Africa, South Sudan, Sudan, and Tunisia. Negotiations for Host-country Agreements continue in Mexico. International IDEA also has permanent observer status at the United Nations in New York. At its Headquarters and in those states with which International IDEA has a Host-country Agreement, the organization has been granted privileges and immunities notably that of being exempt from most forms of taxation.

International IDEA is headquartered in Stockholm, Sweden and has offices in Australia, Belgium, Bhutan, Bolivia, Chile, Ethiopia, Mexico, Mozambique, Myanmar, Nepal, The Netherlands, Paraguay, Peru, Sudan and Tunisia and a UN liaison office in New York. During the year International IDEA opened the office in Sudan.

## Governance matters

Overall governance of International IDEA is provided by a Council of Member States. The Council meets at least twice a year and has delegated the management of the organization to the Secretary-General, who is assisted by a Management Committee. The Council monitors the operations and performance of the organization via a Steering Committee and a Finance and Audit Committee. International IDEA also has a Board of Advisers the members of which provide expert and technical advice on programmes.

### Secretary-General

Dr Kevin Roberto Casas-Zamora

### Directors

During 2020 there were five (2019: five) Director-level positions. Incumbents during the year are detailed below:

Name and Position	Gender
Ms Fiona Rowley, Executive Director	F
Ms Keboitse Machangana, Director for Global Programmes (left 31 January 2020)	F
Ms Laura Lenore Thornton, Director for Global Programmes (joined 1 April 2020)	F
Professor Adebayo Olukoshi, Director for Africa and Western Asia	M
Ms Leena Rikkilä Tamang, Director for Asia and the Pacific	F
Dr Daniel Zovatto, Director for Latin America and the Caribbean	M

## Steering Committee

Member States held the following offices on the Council in 2020:

Sweden	Chair
Belgium	Vice-Chair
Spain	Vice-Chair
Sweden	Host Country

## Finance and Audit Committee (FAC)

Members of the FAC serve in their individual capacities.

Name	Gender	Meetings attended (out of four, including virtual meetings)
Mr Johannes Heller (Chair) (left 30 June 2020)	M	2
Mr Thomas Böni	M	4
Ms Ingrid Skjøtskift	F	4
Mr Leo van der Tang (left 30 June 2020)	M	2
Mr Jonas Floberg (left 30 June 2020)	M	-
Isaac Adjin Bonney (joined 1 July 2020)	M	2
Alya Baratli (joined 1 July 2020)	F	1

## Board of Advisors

Name	Gender	Meetings attended (including virtual meetings)
Ms Emine Bozkurt (Chair) (left 31 December 2020)	F	6
Mr Sergio Bitar (Vice Chair)	M	5
Professor Christine Bell (left 31 December 2020)	F	6
Dr Cheik Modibo Diarra (left 31 December 2020)	M	0
Dr Nicole Goodman	F	6
Ms Njeri Kabeberi	F	5
Professor Celso Lafer	M	2
Ms Maria Lohela	F	4
Ms Serena Sasingian	F	3
Dr Shahabuddin Yaqoob Quraishi	M	6

## Results

The results of International IDEA are set out in the statement of financial performance on page 7 of the financial statements.



Dr Kevin Roberto Casas-Zamora  
*Secretary-General*

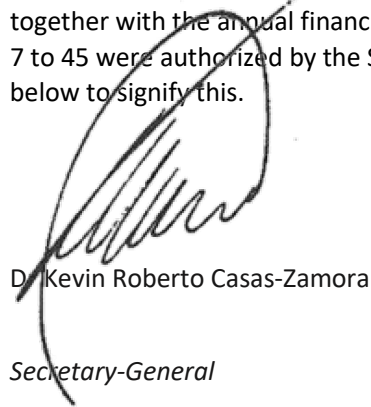
14 April 2021  
Strömsborg  
103 34 Stockholm Sweden

# Statement of Responsibilities

The Secretary-General is required to prepare financial statements for each financial year which fairly present the financial position of International IDEA and of the results of its operations and cash flows, in accordance with applicable accounting policies, and is responsible for maintaining proper accounting records to enable the preparation of such financial statements at any time. He/she has a general responsibility for taking such steps as are reasonably available to him/her to safeguard the assets of International IDEA and to prevent and detect fraud and other irregularities.

The Secretary-General is responsible for selecting suitable accounting policies to conform with applicable accounting standards and then apply them consistently; making judgments and estimates that are reasonable and prudent; and preparing the financial statements on a going concern basis unless it is inappropriate to presume that International IDEA will continue in operations.

The Secretary-General is responsible for the submission to the Council of an annual report on activities together with the annual financial statements for their adoption. The financial statements set out on pages 7 to 45 were authorized by the Secretary-General on 14 April 2021 for issue to the Council and are signed below to signify this.



Dr. Kevin Roberto Casas-Zamora

*Secretary-General*



# Auditor's Report

To the Council of Member States of International Institute for Democracy and Electoral Assistance, corp. id 902000-0098.

## Report on the financial statements

### Opinion

We have audited the International Institute for Democracy and Electoral Assistance's (International IDEA) financial statements for the year ending 31 December 2020.

In our opinion, the financial statements have been prepared in accordance with the International Public Sector Accounting Standards, and present fairly, in all material respects, the financial position of International IDEA as of 31 December 2020 and its financial performance and cash flow for the year then ended, in accordance with International Public Sector Accounting Standards (IPSAS).

### Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (ISA). Our responsibilities under those standards are further described in the Auditor's Responsibilities section. We are independent of International IDEA in accordance with ISA and have otherwise fulfilled our ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinions.

### Responsibilities of the Secretary General and Management

The Secretary General and Management are responsible for the preparation of the financial statements and that they give a fair presentation in accordance with the International Public Sector Accounting Standards (IPSAS). The Secretary General and Management are also responsible for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements the Secretary General and Management are responsible for the assessment of the Institute's ability to continue as a going concern. They disclose, as applicable, matters related to going concern and using the going concern basis of accounting.

The Audit Committee shall, without prejudice to the Secretary General and the Management's responsibilities and tasks in general, among other things oversee International IDEA's financial reporting process.

### Auditor's responsibility

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of the Institute's internal control relevant to our audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Institute's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Secretary General and Management.
- Conclude on the appropriateness of the Secretary General and Management's use of the going concern basis of accounting in preparing the financial statements. We also draw a conclusion, based on the audit evidence obtained, as to whether any material uncertainty exists related to events or conditions that may cast significant doubt on the Institute's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion about the financial statements. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause International IDEA to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We must inform the Secretary General and Management of, among other matters, the planned scope and timing of the audit. We must also inform of significant audit findings during our audit, including any significant deficiencies in internal control that we identified.

Stockholm 16 April 2021

KPMG AB

Mikael Käll

Authorized Public Accountant



# Statement of Financial Performance

For the year ended 31 December

(Thousands of Euros)

Income and Operating Costs	Note	2020	2019
<b>Income</b>			
Donor Contributions	9(a)	26,352	27,339
Other Income	9(b)	6	23
<b>Total Income</b>		<b>26,358</b>	<b>27,362</b>
<b>Operating Costs</b>			
Contractors		7,919	8,422
Operating Costs		4,639	5,037
Personnel costs	11&12	11,436	9,835
Travel		695	3,859
<b>Total Operating Costs</b>	<b>10</b>	<b>24,689</b>	<b>27,153</b>
<b>Surplus for the year</b>		<b>1,669</b>	<b>209</b>

# Statement of Financial Position

As of 31 December

(Thousands of Euros)

	Note	2020	2019
<b>Assets</b>			
<b>Current Assets</b>			
Cash and cash equivalents	3	21,779	16,485
Receivable Contributions	4	5,861	1,915
Prepayments		1,725	1,501
Recoverable staff income tax and social security payments		802	740
Recoverable value-added tax		47	97
Other receivables		27	25
<b>Total current assets</b>		<b>30,241</b>	<b>20,763</b>
<b>Non-current assets</b>			
Fixed Assets	5	285	380
<b>Total non-current assets</b>		<b>285</b>	<b>380</b>
<b>Total Assets</b>		<b>30,526</b>	<b>21,143</b>

## Liabilities and Reserves

### Current Liabilities

Trade Payables and Accruals	6	1,341	2,364
Deferred Income	6	17,934	9,758
Personnel Accruals	7	1,738	1,177
<b>Total current liabilities</b>		<b>21,013</b>	<b>13,299</b>
<b>Total Liabilities</b>		<b>21,013</b>	<b>13,299</b>

### Net Assets

General Reserve		7,344	7,135
Currency Reserve	8	500	500
Transferred to Reserves		1,669	209
Surplus/(Deficit) or the period		1,669	209
Transferred to Currency Reserve		-	-
<b>Net Assets</b>		<b>9,513</b>	<b>7,844</b>

### Total Liabilities and Reserves

**30,526** **21,143**

Dr. Kevin Roberto Casas-Zamora  
Secretary-General

Fiona Rowley C.A. (S.A.)  
Executive Director

The accounting policies and other notes form an integral part of these financial statements.

# Statement of Cash flows

As of 31 December

(Thousands of Euros)

	Note	2020	2019
<b>Cash flow from operating activities</b>			
Surplus/(Deficit) from ordinary activities		1,669	209
Depreciation	5	69	17
(Increase)/decrease in receivables and prepayments		(4,184)	1,287
Increase/(decrease) in payables		7,714	2,592
<b>Net cash flow from operating activities</b>		<b>5,268</b>	<b>4,105</b>
<b>Cash flow from investing activities</b>			
Capitalization of fixed assets	5	-	(380)
Refund on Fixed assets	5	35	-
Currency revaluation of fixed assets		(9)	-
<b>Net cash flow from investing activities</b>		<b>26</b>	<b>(380)</b>
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>5,294</b>	<b>3,725</b>
Cash and cash equivalents at beginning of period		16,485	12,760
<b>Cash and cash equivalents at end of period</b>		<b>21,779</b>	<b>16,485</b>

# Statement of Changes in Net Assets

(Thousands of Euros)

	General Reserve	Currency Reserve	Total
<b>Balance at 1 January 2019</b>	<b>7,135</b>	<b>500</b>	<b>7,635</b>
Transfer (to)/from Currency Reserve	-	(427)	(427)
Transfer from Currency to Operating Reserve	-	427	427
<b>Net surplus for the year ended 31 December 2019</b>	<b>209</b>	<b>-</b>	<b>209</b>
<b>Balance, 31 December 2019</b>	<b>7,344</b>	<b>500</b>	<b>7,844</b>
Transfer (to)/from Currency Reserve	-	(305)	(305)
Transfer from Currency to Operating Reserve	-	305	305
<b>Net surplus for the year ended 31 December 2020</b>	<b>1,669</b>	<b>-</b>	<b>1,669</b>
<b>Balance, 31 December 2020</b>	<b>9,013</b>	<b>500</b>	<b>9,513</b>

# Notes (forming part of the annual financial statements)

## 1. Reporting Entity

Created in 1995, the International Institute for Democracy and Electoral Assistance (International IDEA) is an Intergovernmental Organization that has a mandate to support sustainable democracy worldwide.

International IDEA brings together those who analyze and monitor trends in democracy with those who engage directly in political reform or act in support of democracy at home and abroad. International IDEA works with new and long-established democracies, helping to develop and strengthen the institutions and culture of democracy. It operates at international, regional and national levels, working in partnership with a range of institutions.

International IDEA is funded through voluntary contributions within the framework of an Annual Programme and Budget. Approval of the Programme and Budget by the Council of Member States accords the Secretary-General with the necessary commitment authorizations for the functioning of the organization and the carrying out of its activities. Income received after the approval of the Programme and Budget, by way of grants and donations (restricted income) made for purposes that accord with the organization's mandate are included within the Programme and Budget as they are received, and such changes are subject to approval by the Secretary-General during the financial year.

The following accounting policies have been applied consistently in dealing with items, which are considered material in relation to the financial statements of the organization.

## 2A. Accounting policies

A summary of the significant policies adopted in the preparation of the accompanying combined financial statements are as follows:

- a. **Basis of accounting** – The financial statements have been prepared in accordance with International Public Sector Accounting Standards (IPSASs) issued by the International Public Sector Accounting Standards Board (IPSASB), based on International Accounting Standards (IASs) and International Financial Reporting (IFRSs) issued by the International Accounting Standards Board (IASB).

In the event that IPSASB does not prescribe any specific standard, IFRSs and IASs are applied.

Except as otherwise disclosed the accounting policies have been applied consistently throughout the period.

- b. **Basis of measurement** – The financial statements have been prepared in accordance with the historical cost convention.
- c. **Use of estimates** – The preparation of the financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Although management believes the estimates and assumptions used in the preparation of these combined financial statements were appropriate in the circumstances, actual results could differ from those estimates and assumptions.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimate is revised if the revision affects only that period or in the period of revision and future periods if the revision affects both current and future periods.

- d. **Accruals Accounting** – The financial statements have been prepared using the accruals basis of accounting.
- e. **Going concern** – The financial statements have been prepared under the assumption that International IDEA will continue to operate as a going concern.
- f. **Revenue recognition** – Restricted contributions are recognized as revenues when the grant conditions have been substantially met or the donor has explicitly waived such conditions. Unrestricted contributions for the year are recognized following formal approval of the Programme

# Notes (forming part of the annual financial statements)

and Budget for the year by the Council of Member State Representatives. The rate of exchange used for the conversion of foreign currency commitments or pledges is the average rate of exchange for the month in which the Programme and Budget is approved (December of the prior year).

For individual Member-State contributions of Unrestricted Income: In the event that the exchange rate prevailing on the date of the receipt of funds varies from the rate of the initial recording of the income such differences will be recorded within exchange rate gains and losses.

- g.* **Contributions-in-kind** – Should contributions-in-kind be received, they are described and reported within the notes to the financial statements but are not included as income within the financial accounting records. Such contributions-in-kind are primarily received in the form of office rental and staff members seconded by Member States and others.
- h.* **Contributions receivable** – Contributions receivable represent amounts recoverable from donors for restricted grants promised or pledged for which the conditions have been met, and for core contributions received after the end of the calendar year but before the accounting records for that year have been closed. Where necessary, these amounts are reduced for estimated irrecoverable amounts based on a review at the reporting date.
- i.* **Cash and cash equivalents** – Cash and cash equivalents comprise cash on hand, bank current accounts and interest-bearing bank deposits.
- j.* **Fixed Assets** – Tangible Assets purchased with unrestricted funds and with a cost exceeding 2,000 Euros are capitalized. Depreciation is charged to write off the cost over their estimated useful lives, using the straight-line method on the following bases:
  - i. Furniture, fixtures and equipment - 4 years
  - ii. IT Equipment - 3 years
  - iii. Motor vehicles - 4 years
  - iv. Intangible Assets - IT Software – 5 years

Occasionally, International IDEA purchases assets with a cost exceeding 2,000 Euros from restricted funds/grant funds which have been received for specific short-term projects. In such cases—and consistent with the manner of reporting within the grant within which the assets have been purchased—the full cost of the assets is capitalized, and this cost is then depreciated in full in the year of acquisition with the charge being recognized in the Statement of Financial Performance.

The gain or loss on the disposal, or withdrawal from use, of an asset is determined as the difference between the sales proceeds and the carrying amount of the asset and is recognized in the Statement of Financial Performance.

The carrying values of fixed assets are reviewed for impairment if changes in circumstances indicate that they may not be recoverable. If such cases exist, the recoverable amount of the asset is estimated to determine the extent of the impairment. Any provision for impairment is charged against the Statement of Financial Performance in the year concerned.

- k.* **Finance leases** – International IDEA does not have any obligations under finance leases and has no lease agreements of this nature.
- l.* **Operating leases** – Operating lease rentals are recognized on a straight-line basis over the term of the relevant lease, even if the payments are not made on such a basis. Benefits received and receivable as an incentive to sign an operating lease are similarly spread on a straight-line basis over the lease term.
- m.* **Income taxes** – International IDEA is tax-exempt; accordingly, no provision for income taxes has been made in the accompanying combined financial statements.
- n.* **Accounts payable to donors** – These represent funds received in advance from donors for either unrestricted or restricted purposes, for which the grant conditions have not yet been met. Also included are amounts payable to donors where donors require reimbursement of unexpended grant balances.

# Notes (forming part of the annual financial statements)

- o. Other accounts payable and accruals* – These represent amounts to be paid in the future for goods or services received, whether or not they have been billed by the supplier.
- p. Provisions* – Provisions are recognized for current obligations that (i) result from a past event, (ii) are expected to result in the use of economic resources, and (iii) can be reasonably estimated. Provisions are based on management's best estimate of the expenditure required to settle the obligation at the date of the Statement of Financial Position.
- q. Functional and presentation currency* – The currency of the report is the Euro. Assets and liabilities in other currencies are translated to Euro at rates of exchange ruling at the end of the financial year as published by the European Central Bank.

Transactions in other currencies are translated to Euro at the average rate of exchange as published by the European Central Bank for the month in which the transaction took place.

Significant exchange gains and losses are transferred to or from the Currency Reserve.

- r. Foreign currencies* – Contributions, donations and grant income are received in Euros and in other currencies. Assets and liabilities denominated in foreign currencies are translated into Euros at the exchange rates prevailing on the date of the Statement of Financial Position.

Foreign currency transactions are recorded at the exchange rates prevailing on the dates of the transactions. At each reporting date, monetary assets and liabilities denominated in foreign currencies are retranslated at the rates prevailing on the reporting date. Both realized and unrealized gains and losses resulting from the settlement of such transactions, and from the retranslation at the reporting date of assets and liabilities denominated in foreign currencies, are recognized in the Statement of Financial Performance.

## 2B. Accounting judgements and estimates

In the application of the Organization's accounting policies, which are described in Note 2A, management is required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimate is revised, if the estimate affects only that period, or in the period of the revision and future periods, if the revision affects both current and future periods.

Estimates include, but are not limited to: accounts receivables, accrued charges, contingent assets and liabilities, and the degree of impairment of fixed assets.

### Provisions

International IDEA enters into numerous agreements under which donors and other grant-making bodies provide funds for activities, institutional costs or programmes. The requirements of such grants may include conditions for reporting and the submission of original documentation and evidence to support that work was undertaken in accordance with an agreed plan. In the normal course of operations, grant-making bodies may consider certain expenses to be eligible or not to be eligible on the grounds that they do not accord with the agreed work plan. International IDEA is of the view that the results of any such ineligible expense claims will not have a material effect on the statement of financial performance or statement of financial position.

# Notes (forming part of the annual financial statements)

## 3. Cash and cash equivalents

31 December

(Thousands of Euros)

	2020	2019
Cash on hand	126	47
Cash at Bank	21,653	16,438
<b>Total</b>	<b>21,779</b>	<b>16,485</b>

International IDEA has the equivalent of 19,9 million Euros (2019:15,2 million Euros) deposited with well-established banks—Svenska Handelsbanken AB, in Sweden and Citibank London, United Kingdom. Deposits outside Sweden and the United Kingdom are sufficient for one month's operational requirements for the country in question.

## 4. Receivable Contributions

31 December

(Thousands of Euros)

	2020	2019
Unrestricted contributions (Note 9(a)(i))	45	9
Restricted Projects (Note 9(a)(ii))	5,816	1,906
<b>Total</b>	<b>5,861</b>	<b>1,915</b>



# Notes (forming part of the annual financial statements)

## 5. Fixed Assets

Changes in furniture, fixtures and equipment for the period

(Thousands of Euros)

	31 December 2019	Additions	Disposals / Adjustments	Depreciation	31 December 2020
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### Cost

Furniture, fixtures and equipment	388	-	-	-	388
IT equipment	55	-	-	-	55
Motor vehicles	38	-	-	-	38
Intangible Assets – IT Software	380	-	(26)	-	354
<b>Total cost</b>	<b>861</b>	<b>-</b>	<b>(26)</b>		<b>835</b>

### Depreciation

Furniture, fixtures and equipment	(388)	-	-	-	(388)
IT equipment	(55)	-	-	-	(55)
Motor vehicles	(38)	-	-	-	(38)
Intangible Assets – IT Software	-	-	-	(69)	(69)
<b>Total Depreciation</b>	<b>(481)</b>	<b>-</b>	<b>-</b>	<b>(69)</b>	<b>(550)</b>

### Net Book value

Furniture, fixtures and equipment	-	-	-	-	-
IT equipment	-	-	-	-	-
Motor vehicles	-	-	-	-	-
Intangible Assets – IT Software	380	-	(26)	(69)	285
<b>Total net book value</b>	<b>380</b>	<b>-</b>	<b>(26)</b>	<b>(69)</b>	<b>285</b>

# Notes (forming part of the annual financial statements)

## 6. Liabilities and Deferred Income

31 December

(Thousands of Euros)

	2020	2019
<b>Trade Payables and Accruals</b>		
Accounts payable	1,281	2,137
Accruals	60	227
<b>Total</b>	<b>1,341</b>	<b>2,364</b>
<b>Deferred Income</b>		
Unrestricted contributions (Note 9(a)(i))	1,420	1,034
Restricted Projects (Note 9(a)(ii))	16,514	8,724
<b>Total</b>	<b>17,934</b>	<b>9,758</b>

## 7. Personnel Accruals

31 December

(Thousands of Euros)

	2020	2019
Annual Leave	596	166
Pension contributions	430	405
Separation Allowance	527	559
Withholding taxes	185	47
<b>Total</b>	<b>1,738</b>	<b>1,177</b>

### **Annual leave**

This provision reflects the untaken leave at the year end.

International IDEA staff members have an annual leave entitlement of 30 working days per calendar year. Previously up to 10 days may be carried forward if not utilized by 31 January of the following year. Given the covid-19 pandemic, that prevented movement of staff in 2020, an exception was granted for the year ended 31 December 2020 that 25 days may be carried forward if not utilized by 31 January 2021.

### **Pension contributions**

#### *Contribution in lieu of pension*

Staff members receive an annual payment in lieu of a pension contribution. For international staff positions the pension is payable at the end of each twelve months of service. At the end of the reporting period the contribution in lieu of pensions which has been earned but not yet paid is accrued.

# Notes (forming part of the annual financial statements)

## *Pension contributions*

Contributions for those staff members who, according to the Headquarters agreement with the Government of Sweden, are subject to tax in Sweden, are paid monthly into a defined contribution pension scheme.

## *Separation allowance*

Staff members who have relocated from their home country to take up employment in any country where International IDEA has an office are, on the conclusion of their contracts, entitled to a separation allowance on relocation back to their home country. This provision reflects allowances with respect to currently employed staff members in this category.

## 8. Net Assets

Movements in reserves are detailed in the Statement of Changes in Reserves and are classified as follows:

- a. **General Reserve** – This is International IDEA's central reserve account that provides liquidity to meet unplanned short- and medium-term volatility in income and expenditure. It is the Council's prerogative at all times to determine the level of the General Reserve Fund, and unless otherwise explicitly decided by the Council the Institute shall at the end of each financial year have a balance on the General Reserve Fund equal to at least 50% of the approved budgeted unrestricted expenditure for the following year. As at 31 December 2020 the balance on the General Reserve must be at least EUR 5,331,473.
- b. **Currency Reserve** – This reserve provides a facility to overcome distortions in International IDEA's operational expenditures caused by fluctuations in the exchange rate between the Euro and other currencies. In line with the reserve policy, the currency reserve is maintained at between EUR 500,000 and EUR 1m. An adjustment to general reserve is done when the reserve falls outside these limits.

## 9. Revenues

### 9(a) Donor Contributions

31 December

(Thousands of Euros)

	2020	2019
Unrestricted Income	10,771	11,855
Restricted Income	15,581	15,484
<b>Total</b>	<b>26,352</b>	<b>27,339</b>

- a. **Contributions** – Funds received from donors are used to support International IDEA's programmes that must fall within the mandate of International IDEA as approved in an annual Programme and Budget by the governing Council. Details of all contributions are set out in Note 9 and are classified as Unrestricted (or Core) contributions (9(a)(i)) and Restricted Contributions (9(a)(ii))

Core contributions are used to support International IDEA's activities.

Restricted contributions support activities that are mutually agreed upon between International IDEA and the individual donor via grant agreements and similar.

# Notes (forming part of the annual financial statements)

- b. Contributions-in-kind** – From January 2018, the government of Chile provides rent free office space for the International IDEA Latin America and the Caribbean regional office in Santiago, the contribution for 2020 is valued at EUR 33,970. (2019: EUR 36,800)

# Notes (forming part of the annual financial statements)

## 9(a)(i) Unrestricted (Core) income for the year ended

31 December

(Thousands of Euros)

31 December 2020							31 December 2019
Donors	Opening Balance	Cash Receipts	Exchange rate loss / (gain) on Receivables	Accounts Receivable	Advance Payment of 2021 contributions received in 2020	Total Grants	Total Grants
<b>Unrestricted Contributions</b>	<b>1,034</b>	<b>11,107</b>	<b>5</b>	<b>45</b>	<b>(1,420)</b>	<b>10,771</b>	<b>11,855</b>
Barbados	-	4	-	-	-	4	4
Botswana	-	-	-	18	-	18	18
Brazil	-	49	-	-	-	49	20
Canada	-	-	-	-	-	-	-
Chile	-	73	5	-	-	78	77
Costa Rica	-	5	-	-	-	5	4
Finland	-	-	-	-	-	-	-
Germany	-	400	-	-	-	400	400
India	45	-	-	-	-	45	44
Mauritius	-	9	-	-	-	9	9
Mexico	-	-	-	-	-	-	-
Mongolia	-	4	-	-	-	4	4
Namibia	-	2	-	-	-	2	2
Netherlands	-	1,000	-	-	-	1,000	2,000
Norway	989	3,478	-	-	(1,420)	3,047	3,008
Panama	-	4	-	-	-	4	-
Peru	-	5	-	-	-	5	5
South Africa	-	16	-	-	-	16	15
Spain	-	-	-	25	-	25	-
Sweden	-	5,268	-	-	-	5,268	5,352
Switzerland	-	790	-	-	-	790	891
Uruguay	-	-	-	2	-	2	2

# Notes (forming part of the annual financial statements)

## 9(a)(ii) Restricted Income for the year ended

31 December

(Thousands of Euros)

Donors	2020						2019
	Opening balance	Cash Receipts	Exchange differences / Ineligible expenses	Receivable	Deferred Income	Total Grants	Total Grants
<b>Restricted contribution</b>	<b>6,818</b>	<b>19,344</b>	<b>117</b>	<b>5,816</b>	<b>(16,514)</b>	<b>15,581</b>	<b>15,484</b>
<b>Belgium</b>	<b>(31)</b>	<b>-</b>	<b>-</b>	<b>31</b>	<b>-</b>	<b>-</b>	<b>114</b>
Ministry of Foreign Affairs	(31)	-	-	31	-	-	114
<b>European Union</b>	<b>1,550</b>	<b>8,707</b>	<b>-</b>	<b>3,924</b>	<b>(7,146)</b>	<b>7,035</b>	<b>6,883</b>
European Commission	1,550	8,707	-	3,924	(7,146)	7,035	6,883
<b>European Union and United Kingdom</b>	<b>609</b>	<b>421</b>	<b>1</b>	<b>650</b>	<b>(883)</b>	<b>798</b>	<b>94</b>
European Union and United Kingdom	609	421	1	650	(883)	798	94
<b>Finland</b>	<b>234</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(234)</b>	<b>-</b>	<b>116</b>
Ministry of Foreign Affairs	234	-	-	-	(234)	-	116
<b>MyCon basket Fund</b>	<b>-</b>	<b>1,280</b>	<b>-</b>	<b>-</b>	<b>(596)</b>	<b>684</b>	<b>-</b>
MyCon Basket Fund	-	1,280	-	-	(596)	684	-
<b>Germany</b>	<b>361</b>	<b>858</b>	<b>(35)</b>	<b>35</b>	<b>(97)</b>	<b>1,122</b>	<b>1,599</b>
The German Foreign Ministry	361	858	-	-	(97)	1,122	1,467
Institute für Auslandsbeziehungen	-	-	(35)	35	-	-	132
<b>Inter-American Development Bank</b>	<b>-</b>	<b>4</b>	<b>-</b>	<b>-</b>	<b>(3)</b>	<b>1</b>	<b>-</b>
Inter-American Development Bank	-	4	-	-	(3)	1	-
<b>Luxembourg</b>	<b>138</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(138)</b>	<b>-</b>	<b>122</b>
Ministère des Affaires étrangères et européennes	138	-	-	-	(138)	-	122
<b>Mexico</b>	<b>277</b>	<b>2</b>	<b>-</b>	<b>-</b>	<b>(128)</b>	<b>149</b>	<b>319</b>
The Electoral Tribunal	1	1	-	-	(2)	-	(1)
Tribunal Electoral del Poder Judicial de la Federación	278	1	-	-	(130)	149	320
<b>Netherlands</b>	<b>577</b>	<b>600</b>	<b>-</b>	<b>-</b>	<b>(842)</b>	<b>335</b>	<b>175</b>
Ministry for Foreign Affairs	577	600	-	-	(842)	335	175
<b>Norway</b>	<b>115</b>	<b>381</b>	<b>-</b>	<b>-</b>	<b>(219)</b>	<b>277</b>	<b>1,443</b>
Ministry of Foreign Affairs	115	381	-	-	(219)	277	1,443
<b>Panama</b>	<b>487</b>	<b>329</b>	<b>-</b>	<b>-</b>	<b>(582)</b>	<b>234</b>	<b>307</b>
The Electoral Tribunal	487	329	-	-	(582)	234	307

# Notes (forming part of the annual financial statements)

Donors	2020						2019
	Opening balance	Cash Receipts	Exchange differences / Ineligible expenses	Receivable	Deferred Income	Total Grants	Total Grants
<b>Spain</b>	<b>149</b>	<b>300</b>	<b>-</b>	<b>149</b>	<b>(421)</b>	<b>177</b>	<b>151</b>
Spanish Agency for International Cooperation	149	300	-	149	(421)	177	151
<b>Sweden</b>	<b>2,400</b>	<b>3,589</b>	<b>-</b>	<b>505</b>	<b>(3,901)</b>	<b>2,593</b>	<b>1,637</b>
Ministry of Foreign Affairs	1,612	904		91	(1,799)	808	732
Swedish International Development Agency (Sida)	788	2,658		414	(2,097)	1,763	905
Expertgruppen för biståndsanalys	-	27	-	-	(5)	22	-
<b>Switzerland</b>	<b>118</b>	<b>337</b>			<b>(79)</b>	<b>376</b>	<b>26</b>
The Swiss Federal Department of Foreign Affairs	118	337	-	-	(79)	376	26
<b>Taiwan</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25</b>
Taiwan	-	-	-	-	-	-	25
<b>United Kingdom</b>	<b>57</b>	<b>651</b>	<b>53</b>	<b>451</b>	<b>(153)</b>	<b>1,059</b>	<b>2,060</b>
Department for International Development (DFID)	57	640	53	397	(138)	1,009	2,060
University Court of the University of Edinburgh		-	-	54	(15)	39	-
Westminster Foundation for Development		11	-	-	-	11	-
<b>USA</b>	<b>(224)</b>	<b>1,890</b>	<b>-</b>	<b>71</b>	<b>(995)</b>	<b>742</b>	<b>413</b>
US Agency for International Development (USAID)	(224)	626		71	(93)	380	413
Private Foundation	-	1,264	-	-	(902)	362	-
<b>Exchange difference</b>			<b>98</b>		<b>(98)</b>	<b>-</b>	<b>-</b>

# Notes (forming part of the annual financial statements)

## 9(a)(iii) Restricted Income for the year ended 31 December 2020

Donor and Programme/Project	Grant Agreement No.	Grant Period (DD/MM/YY)		Part of grant Pledge realized as income		
		Start Date	End Date	Prior Years	Current Year	Total to date
<b>European Union</b>				7,971	7,035	15,006
European Commission (EU EC)				7,971	7,035	15,006
Supporting Sudan's Democratic Transition - EU	3100002	1-Jan-20	31-Jan-22	-	216	216
Consolidation of Paraguayan Democracy II	3100005	15-Nov-19	15-Nov-23	20	461	481
Incremento de la transparencia y la confianza pública sobre la gestión de las elecciones generales del 2020	3100009	1-Jan-20	31-Dec-20	-	524	524
INTER PARES - Parliaments in Partnership	3100011	1-Jan-19	31-Dec-21	558	926	1,484
Improved electoral process quality management system	3100014	8-May-19	7-May-20	148	40	188
EU Ethiopia-Establishing an Environment for Inclusive Knowledge- Based Dialogue on the Political Process in Ethiopia	3100018	1-Feb-19	31-Aug-21	331	143	474
EU Mozambique-I-IDEA_Support to Consolidation of Democracy in Mozambique	3100019	1-Apr-18	31-Aug-23	1,881	662	2,543
Encouraging Conditions To Ensure Development Of A Transparent And Democratic Political And Electoral Process	3100024	26-Feb-18	31-Dec-20	562	238	800
Upholding Citizens Constitutional Rights for Democratic Consolidation in Fiji	3100027	1-Feb-18	31-Jul-21	-	201	201
STEPII	3100028	1-Aug-18	31-Jul-21	3,335	2,974	6,309
Provision of expertise for justice in conflict and transition	3100030	15-Jan-19	14-Jan-22	410	429	839
Global Monitor of Covid-19's Impact on Democracy and Human Rights	3100041	1-Jun-20	31-Mar-21	-	195	195
CCF - Upholding Citizens Constitutional Rights for Democratic Consolidation in Fiji	2017-13	1-Oct-19	30-Apr-20	342	4	346
Level up - Political finance with integrity / IDEA	2017-15	1-Oct-19	30-Apr-20	384	22	406
<b>European Commission and United Kingdom</b>				94	798	892
<b>SHWEBO Basket Fund</b>				94	798	892
SHWEBO	3100046	1-Nov-19	30-Sep-23	94	798	892



# Notes (forming part of the annual financial statements)

Donor and Programme/Project	Grant Agreement No.	Grant Period (DD/MM/YY)		Part of grant Pledge realized as income		
		Start Date	End Date	Prior Years	Current Year	Total to date
<b>Sweden, Norway and Luxembourg Basket Fund</b>				-	684	684
MyCon 2 Basket Fund				-	684	684
Myanmar Constitution Centre My Constitution 2	3100038	1-Oct-19	30-Apr-20	-	684	684
<b>Germany</b>				3,044	1,122	4,166
The German Foreign Ministry "Auswärtiges Amt" (DE-FFO)				3,044	1,122	4,166
Support to the Yemeni Peace Process - Constitutional Dialogues	3100017	1-Apr-17	30-Apr-20	2,615	589	3,204
A49-Working Towards a new Era in the Protection of Fundamental Rights in Tunisia	3100016	1-Feb-19	28-Feb-21	248	306	554
CANDI dat@s - Promotion of informed vote	3100015	1-Jan-20	31-Dec-20	181	227	408
<b>Mexico</b>				608	149	757
Tribunal Electoral del Poder Judicial de la Federacion de Mexico (MX TRIBELEC)				608	149	757
Support to IDEA in Mexico	2018-01	1-Oct-19	30-Apr-20	608	12	620
Develop a Technical Accompaniment to the Mexican EP	3100045	21-Nov-19	30-Jun-21		137	137
<b>Netherlands</b>				175	335	510
The Minister for Foreign Trade and Development Cooperation of the Netherlands				175	335	510
Support to the Federalization Process in South Sudan - Dutch	3100040	1-Jan-19	31-Dec-22	175	333	508
Supporting accountable democratic governance and active citizenry in Kenya	3100048	1-Oct-20	31-Dec-22	-	2	2
<b>Norway</b>				1,569	277	1,846
Norwegian Ministry of Foreign Affairs (NO MFA)				1,569	277	1,846
Norwegian Budget for the IDEA AUC JAP II 2016 to 2020	3100022	1-May-16	30-Jun-21	1,569	277	1,846
<b>Panama</b>					234	234
The Electoral tribunal					234	234
Regional Excellence Centre: Permanent collaboration with TE Panamá	3100044	1-Aug-19	30-Apr-21	-	234	234
<b>Spain</b>				151	177	328
Spanish Agency for International Cooperation (ES AECI)				151	177	328
Fortalecimiento del Órgano Electoral Plurinacional para un mayor impulso a la Democracia Boliviana	3100008	5-Sep-18	30-Apr-20	151	149	300

# Notes (forming part of the annual financial statements)

Donor and Programme/Project	Grant Agreement No.	Grant Period (DD/MM/YY)		Part of grant Pledge realized as income		
		Start Date	End Date	Prior Years	Current Year	Total to date
Incremento de la transparencia y la confianza pública sobre la gestión del ciclo electoral correspondiente a las elecciones generales de 2020 y subnacionales de 2021	3100054	11-Sep-20	11-Aug-21	-	28	28
<b>Sweden</b>				5,859	2,592	8,451
Swedish Ministry of Foreign Affairs (SE MFA)				5,099	808	5,907
Supporting Mali's Transition to Peace and Democracy	3100060	1-Oct-20	31-Dec-20	-	91	91
Strömsborg rent subsidy	2014-11	1-Oct-19	30-Apr-20	5,099	717	5,816
Swedish International Development Agency (SE SIDA)				760	1,762	2,522
Leadership Programme Peace, Reconciliation and Conflict Resolution in Ethiopia 2019-2020	3100020	1-Sep-20	31-Aug-21	-	38	38
Democracy: Gender and Youth	3100007	12-Nov-18	28-Feb-21	760	880	1,640
Enhancing Women's Political Participation in Africa	3100003	1-Jul-19	31-Dec-20	-	758	758
Supporting Sudan's Democratic Transition - Sida	3100039	1-Jul-20	30-Jun-23	-	86	86
Expertgruppen för biståndsanalys				-	22	22
Study on the Long-Term Effectiveness of Electoral Assistance Approaches	3100033	1-Jul-20	31-Jul-21	-	22	22
<b>Switzerland</b>				14	376	390
The Swiss Federal Department of Foreign Affairs (CH FDFA)				14	83	97
Support to the Federalization Process in South Sudan - Swiss	3100021	1-Sep-19	31-Dec-20	14	83	97
The Swiss Agency for Development and Co-operation				-	293	293
Fortalecimiento de la capacidad de gestión de los procesos electorales el OEP	3100042	8-Jan-20	31-Dec-20	-	293	293
<b>United Kingdom</b>				1,625	1,059	2,684
Foreign and Commonwealth Office				1,572	1,009	2,581
Expanding the Support to Structural Preventive Diplomacy and Political Analysis in the Area of Elections in Africa	3100023	1-Apr-18	31-Mar-21	1,572	556	2,128
Support to emerging democratic governance and PLGSP effectiveness	3100025	17-Mar-20	28-Feb-22	-	453	453
University Court of the University of Edinburgh				53	39	92

# Notes (forming part of the annual financial statements)

Donor and Programme/Project	Grant Agreement No.	Grant Period (DD/MM/YY)		Part of grant Pledge realized as income		
		Start Date	End Date	Prior Years	Current Year	Total to date
Innovating on Inclusion in Peace Processes	3100029	1-Oct-19	30-Apr-20	53	39	92
Westminster Foundation for Development				-	11	11
Supporting the AGORA Portal for Parliamentary Development, as part of Inter PARES Project	3100026	1-Mar-20	31-Dec-20	-	11	11
<b>USA</b>				239	743	982
US Agency for International Development (US AID)				239	743	982
Advanced Peruvian Congressional Snap Elections in January 2020	3100006	15-Nov-19	31-Dec-20	239	380	619
Private Foundations						
Support to Sudan's Democratic Transitional Government - OSF	3100013	1-Oct-19	30-Sep-22	-	362	362
<b>TOTAL</b>				21,349	15,581	36,930

# Notes (forming part of the annual financial statements)

## 9(b) Other revenue and gains

31 December

(Thousands of Euros)

Other revenues and gains comprised:	2020	2019
Interest Income	6	23
<b>Total</b>	<b>6</b>	<b>23</b>

## 10. Operating costs

Details of expenditures are segregated and presented in the manner they were budgeted and approved by the Council, being Institutional Costs, Programmatic Costs and Programme Support Costs.

- Institutional Costs** – are costs that International IDEA incurs regardless of the level of project activities e.g. The Secretary-General's Office and Internal Audit.
- Programmatic Costs** – are direct costs to programme activities and are shown net of Indirect Costs and HR recoveries.
- Programme Support Costs** – are indirect costs International IDEA incurs to support project execution. These include Finance, the Board of Advisors, Publications and Communications.

31 December

(Thousands of Euros)

	2020				2019
	Institutional Costs	Programmatic Costs	Programme support Costs	Total	Total
Contractors	59	7,744	116	7,919	8,422
Operating Costs	152	2,588	1,899	4,639	5,037
Personnel costs	1 263	10 139	34	11,436	9,835
Travel	18	627	50	695	3,859
<b>Total</b>	<b>1,492</b>	<b>21 098</b>	<b>2099</b>	<b>24,689</b>	<b>27,153</b>

These costs are further reclassified by programme in Note 10(a) below.

# Notes (forming part of the annual financial statements)

## 10(a) Analysis of Expenditure for the year ended 31 December

31 December

(Thousands of Euros)

EXPENDITURE	2020			2019
	Restricted Funds	Unrestricted Funds	Total	Total
<b>PROGRAMMATIC</b>	<b>14,884</b>	<b>2,757</b>	<b>17,641</b>	<b>19,371</b>
<b>Africa and West Asia</b>	<b>4,516</b>	<b>1,217</b>	<b>5,734</b>	<b>7,380</b>
Addis Ababa (Regional Office)	1,445	1,142	2,587	3,766
Kenya	-	-	-	-
Mozambique	1,355	-	1,355	1,735
Sudan	671	-	671	-
Mali	92	-	92	-
Tunisia	953	75	1,028	1,879
<b>Asia and the Pacific</b>	<b>5,159</b>	<b>1,182</b>	<b>6,341</b>	<b>6,966</b>
Canberra (Regional Office)	-	983	983	1,334
Bhutan	-	-	-	114
Fiji	201	-	201	253
Myanmar	4,506	71	4,577	3,841
Nepal	452	128	580	1,424
<b>External Relations and Governance Support</b>	<b>-</b>	<b>490</b>	<b>490</b>	<b>553</b>
UN Permanent Observer (New York)	-	490	490	553
<b>Global Programme</b>	<b>1,657</b>	<b>3,081</b>	<b>4,738</b>	<b>4,474</b>
Constitution-Building Processes	470	544	1,013	1,270
Democracy, Assessment, Analysis and Advisory	190	744	934	751
Electoral Processes	23	742	765	846
Global Programmes	-	386	386	311
Political Parties	32	666	697	738
Inter Pares	943	-	943	558
<b>Latin America and the Caribbean</b>	<b>3,551</b>	<b>687</b>	<b>4,238</b>	<b>4,048</b>
Andean Region	627	154	781	880
Bolivia	2,098	32	2,130	1,277

# Notes (forming part of the annual financial statements)

EXPENDITURE	2020			2019
	Restricted Funds	Unrestricted Funds	Total	Total
Haiti	-	-	-	(2)
Panama	241	-	241	-
Paraguay	427	-	427	524
Mexico	158	-	158	617
Chile Regional Office	-	501	501	752
<b>Regional Europe</b>	-	<b>652</b>	<b>652</b>	<b>719</b>
Europe	-	652	652	719
<b>Recoveries from Programmatic projects included in programme expenditure above</b>	-	<b>(4,552)</b>	<b>(4,552)</b>	<b>(4,769)</b>
Human Resources Recovery	-	(3,238)	(3,238)	(3,407)
Indirect Costs Recovery	-	(1,315)	(1,315)	(1,362)
<b>INSTITUTIONAL</b>	<b>697</b>	<b>1,608</b>	<b>2,305</b>	<b>2,173</b>
<b>Secretary-General's Office</b>	-	<b>1,220</b>	<b>1,220</b>	<b>1,154</b>
Office of the Secretary-General	-	731	731	656
Internal Audit	-	14	14	133
Communications	-	475	475	365
<b>Executive Division</b>	<b>697</b>	<b>388</b>	<b>1,086</b>	<b>1,019</b>
Executive Director	-	343	343	225
Strömsborg rental subsidy	697	-	697	687
HQ Facilities	-	(25)	(25)	11
Information Technology	-	70	70	96
<b>PROGRAMME SUPPORT</b>	-	<b>4,743</b>	<b>4,743</b>	<b>5,609</b>
<b>Programme Support Costs supported by Indirect Costs</b>	-	<b>1,297</b>	<b>1,297</b>	<b>1,500</b>
Finance and Procurement	-	586	586	460
Board of Advisers	-	29	29	188
Partnerships and Programme Funding Support	-	-	-	112
Budget and Programme Performance	-	384	384	335

# Notes (forming part of the annual financial statements)

EXPENDITURE	2020			2019
	Restricted Funds	Unrestricted Funds	Total	Total
Publications	-	268	268	343
Library	-	30	30	62
<b>Other Programme Support Costs</b>	-	<b>3,141</b>	<b>3,141</b>	<b>3,682</b>
Human Resources (HR)	-	892	892	857
HR All staff Benefits and Leaves	-	2,249	2,249	2,825
<b>Exchange loss</b>	-	<b>305</b>	<b>305</b>	<b>427</b>
<b>TOTAL EXPENDITURE</b>	<b>15,581</b>	<b>9,108</b>	<b>24,689</b>	<b>27,153</b>

# Notes (forming part of the annual financial statements)

## 11. Personnel costs

31 December

(Thousands of Euros)

The payroll costs for all International IDEA staff were as follows:	2020	2019
Payroll costs	9,188	7,932
Contributions in lieu of pensions	1,142	856
Insurance	326	376
Other Benefits	780	671
<b>Total</b>	<b>11,436</b>	<b>9,835</b>

As an International Organization, International IDEA's relationship with the Ministry of Foreign Affairs of the Kingdom of Sweden is regulated via a Headquarters Agreement. By agreement with the Ministry of Foreign Affairs, the payroll taxes are calculated on the salaries of staff members recruited in Sweden and are remitted to the relevant taxation authorities. The costs of these payments are refunded to International IDEA by the Swedish Government.

Employee benefits – In addition to salaries and allowances, International IDEA accounts for the following primary obligations:

- Contribution in lieu of pension – International staff members receive an annual payment (equivalent to two months' base salary) in lieu of a pension contribution.
- Contribution to a defined benefit scheme – Nationally recruited staff members in Sweden do not accrue benefits within the Swedish state pension provisions in accordance with International IDEA's Headquarters agreement. Instead, a contribution is paid, on the employees' behalf into "Länsförsäkringar Pension Plan" which provides similar pension entitlements to the state administered scheme.
- Other locally recruited employees in countries with which International IDEA has a Host-country Agreement have been formally registered within the social security systems of those countries and social security contributions, where relevant, are paid on their behalf by International IDEA.
- International staff members are entitled to children's schooling allowances. These allowances are based on those provided to staff within the United Nations system.
- Housing allowance subsidies are available to expatriate international staff members if the rental costs of appropriate available housing exceeds 20% of salary. The subsidy is provided at 80% of the difference between the rental cost and 20% of salary and is capped at 40% of the rental cost. The subsidy is available only towards the cost of properties leased from unrelated third parties.
- International staff and other contractors for whom International IDEA does not make taxation and social contribution payments are obliged by contract to properly comply with the requirements of their taxation authorities.



# Notes (forming part of the annual financial statements)

## 12. Secretary-General and Directors' Remuneration

The total disbursements paid to or in respect of directors in 2020 in the form of salaries and allowances amounted to 1,076,756 Euros for 6 FTE's (2019:1,030,103 for 6 FTE's)

The base monthly salaries of the Secretary-General and Directors serving as at 31 December 2020 are as follows:

31 December	(Euros)		
Monthly salary	2020	2019	Appointment date
Dr Kevin Roberto Casas-Zamora <i>Secretary-General</i>	€13,307	€13,175	01/08/2019
Ms Fiona Rowley <i>Executive Director</i>	€10,100	€10,000	01/06/2018
Ms Keboitse Machangana <i>Director for Global Programmes (left 31 January 2020)</i>	-	€11,874	01/02/2015
Ms Laura Lenore Thornton <i>Director for Global Programmes (joined 1 April 2020)</i>	€10,500	-	01/04/2020
Ms Leena Rikkilä Tamang <i>Director for Asia and the Pacific</i>	€10,106	€10,006	19/08/2002
Professor Adebayo Olukoshi, <i>Director for Africa and West Asia</i>	€12,000	€12,992	16/02/2015
Dr Daniel Zovatto, <i>Director for Latin America and the Caribbean</i>	€11,110	€11,000	10/05/1997

In addition to base salaries, Directors are entitled to other benefits available to internationally recruited staff members including a contribution in lieu of pension and education allowances for children. All director remuneration costs are included in note 11 above.

# Notes (forming part of the annual financial statements)

## 13. Human Resources

As at 31 December 2020, International IDEA employed 195 Staff Members (2019: 162).

### 13.1 Distribution of staff members by gender

Levels	31 December 2020		31 December 2019	
	M	F	M	F
Senior Management (level 1-3)	73%	27%	63%	37%
Mid-Management (level 4-5)	60%	40%	58%	42%
Other (level 6-10)	37%	63%	39%	61%
<b>Overall</b>	<b>45%</b>	<b>55%</b>	<b>45%</b>	<b>55%</b>

### 13.2 Gender disaggregated base salary data (Euros)

Level	Average Salary	Total number of staff	Male Salary average	Male	Female Salary Average	Female
2	10,763	5	11,555	2	10,235	3
3	8,559	5	8,559	5	-	-
4	7,846	20	7,963	13	7,629	7
5	5,855	28	6,001	16	5,660	12
6	3,689	43	3,564	17	3,771	26
A	2,563	27	2,326	11	2,726	16
B	2,174	20	2,188	8	2,165	12
C	2,443	5	3,704	1	2,128	4
D	1,649	23	1,808	3	1,625	20
E	1,273	5	1,042	1	1,331	4
F	905	8	854	7	1,256	1
G	741	5	949	3	429	2
Temp			-	-		
<b>All levels</b>	<b>4,037</b>	<b>194</b>	<b>4,209</b>	<b>87</b>	<b>3,541</b>	<b>107</b>

The above table is intended to enable monitoring of gender-pay parity within the organization at all grades, in all locations. The Secretary-General is appointed by the Council and is therefore not included within this table; however, the salary details of the Secretary-General are disclosed in note 11 and 12.

The table above includes salary information without reference to years of service to International IDEA or years of professional experience.

Gender Policy – International IDEA has a comprehensive Gender Policy and a Gender Committee of staff members which promotes the policy and monitors adherence to it. The goal of the Gender Policy is to promote gender equality and ensure that International IDEA's internal management systems and practices, and work on supporting sustainable democracy through the provision of comparative knowledge, assistance in reform and influencing policies and politics, help to overcome inequalities between men and women.

# Notes (forming part of the annual financial statements)

## 13.3 Employees' nationality by region

Region	31 December 2020	31 December 2019	Change +/- (-)
Nordic Countries	17	21	(4)
Other European	39	39	-
North America	4	5	(1)
Central and South America	33	24	+9
North Africa and Middle East	23	9	+14
Central and Southern Africa	33	30	+3
Asia	44	32	+12
Oceania/Pacific	2	2	-
<b>Total</b>	<b>195</b>	<b>162</b>	<b>+33</b>

## 13.4 Location of Staff

Office/ Region	31 December 2020	31 December 2019	Change +/- (-)
Stockholm HQ	48	49	(1)
Brussels Office	9	11	(2)
The Hague Office	7	7	-
New York Office	1	1	-
Latin America and Caribbean	30	24	+6
Africa and Western Asia	50	32	+18
Asia and the Pacific	50	38	+12
<b>Total</b>	<b>195</b>	<b>162</b>	<b>+33</b>

## 14. Financial risk management

International IDEA has exposure to the following risks from its use of financial instruments:

- Credit risk
- Liquidity risk
- Market risk

This note presents information about International IDEA's exposures to each of the above risks, International IDEA's objectives, policies and processes for measuring and managing risk, and International IDEA's management of capital. Further quantitative disclosures are included through these financial statements.

### (a) Credit risk

Credit risk is the risk of financial loss to International IDEA if a donor fails to meet its contractual obligations and arises principally from International IDEA's receivables from donors. International IDEA has no significant exposure to credit risk.

# Notes (forming part of the annual financial statements)

## **Exposure to credit risk**

The carrying amount of financial assets represents the maximum credit exposure. The maximum exposure to credit risk at the reporting date was:

31 December		(Thousands of Euros)	
	Note	2020	2019
Receivable Contributions	4	5,861	1,915
Cash and cash equivalents	3	21,779	16,485
Other Receivables		2,601	2,363
<b>Total</b>		<b>30,241</b>	<b>20,763</b>

Exposure to credit risk through deposits at banks is decreased as International IDEA has the equivalent of 19,9 million Euros (2019: 15.02 million Euros) deposited with well-established banks, Svenska Handelsbanken AB in Sweden and Citibank in the United Kingdom while deposits outside Sweden are sufficient for one month's operational requirements for the country in question.

## **Financial risk management Impairment losses**

The ageing of donations receivable at the reporting date was:

31 December		(Thousands of Euros)	
		2020	2019
Foreign holdings		5,861	1,915
Past due 0 to 90 days		4,873	1,800
Past due 90 to 181 days		666	-
Past due over 181 days		322	115
<b>Total</b>		<b>5,861</b>	<b>1,915</b>

## **(b) Liquidity risk**

Liquidity risk is the risk that International IDEA will not be able to meet its financial obligations as they fall due. International IDEA is exposed to liquidity risk when the receipt of donor funds does not match expenditure. Historically, the organization has managed the effects of this risk effectively.

International IDEA's reserve policy as follows:

- A general reserve that equals 50% of the following year's budgeted unrestricted expenditure
- A currency reserve that is between €500k and €1million which is adjusted against general reserves only if goes outside these limits.

# Notes (forming part of the annual financial statements)

## Liquidity risk

The following are the contractual maturities of financial liabilities:

31 December

(Thousands of Euros)

31 December 2020	Carrying amount	Contractual Cash flows	6 months or less	6-12 months	1-2 years	2-5 years
Non-derivative financial liabilities	(21,315)	(13,299)	(11137)	(9503)	(373)	-
Accounts payables						
31 December 2019	Carrying amount	Contractual Cash flows	6 months or less	6-12 months	1-2 years	2-5 years
Non-derivative financial liabilities	(13,299)	(13,299)	(13,299)		-	-
Accounts payables						

## (c) Currency risk

Currency risk is the risk that changes in foreign currencies with all other variables being held constant, exchange rates will affect the value of International IDEA's financial instruments. Where possible, International IDEA matches the currency of the payment with the currency received from donors. As at 31 December 2020, if the Euro had strengthened/ weakened by 1per cent against the major operating currencies there would have been a decrease/increase in the deficit for the year of EUR 168 329 (2019 EUR 14,527).

# Notes (forming part of the annual financial statements)

## 15. Budget statement for the year ended 31 December 2020

31 December

(Thousands of Euros)

	Final Budget vs Actual			Initial Budget vs Final Budget		
	Budget	Actual	Execution	Initial Budget	Final Budget	Change
<b>Income</b>	<b>38,658</b>	<b>26,358</b>	<b>68%</b>	<b>30,968</b>	<b>38,658</b>	<b>7,690</b>
Member states contribution	10,593	10,771	102%	10,593	10,593	0
Restricted Income	28,065	15,581	56%	20,375	28,065	7,690
Other income	-	6		-	-	
<b>Expenditure</b>	<b>37,962</b>	<b>24,689</b>	<b>65%</b>	<b>31,750</b>	<b>37,962</b>	<b>6,213</b>
<b>Operational Costs</b>	<b>36,293</b>	<b>22,193</b>	<b>61%</b>	<b>29,059</b>	<b>36,293</b>	<b>7,234</b>
Non-staff Cost	22,488	10,788	48%	17,989	22,488	4,499
Staff Cost	11,673	10,085	86%	9,425	11,673	2,248
Indirect Cost	2,132	1,321	62%	1,645	2,132	487
<b>Institutional Costs</b>	<b>1,523</b>	<b>1,563</b>	<b>103%</b>	<b>1821</b>	<b>1523</b>	<b>(298)</b>
Non-staff Cost	320	329	103%	324	320	(3)
Staff Cost	1,203	1,234	103%	1,497	1,203	(294)
<b>Net Programme Support Costs</b>	<b>146</b>	<b>933</b>	<b>638%</b>	<b>870</b>	<b>146</b>	<b>(724)</b>
Non-staff Cost	1,910	2,102	110%	2,153	1,910	(243)
Staff Cost	52	146	279%	670	52	(617)
Indirect Cost recovery	(1,816)	(1,315)	72%	(1,953)	(1,816)	136
<b>(Deficit)/Surplus</b>	<b>695</b>	<b>1,669</b>	<b>240%</b>	<b>(782)</b>	<b>695</b>	<b>1,477</b>

International IDEA seeks annual approval for a Programme and Budget based upon a prudent estimate of core or unrestricted income plus any contracted restricted income by way of grants for planned activities. The Programme and Budget is developed within an approved five-year Strategy (2018-2022) and presented to the Finance and Audit Committee for review. The Programme and Budget for the year, with the recommendations of the Finance and Audit Committee, is then presented to the Council for their review and approval at the Annual Meeting in the last quarter of the preceding year. A detailed explanation of the differences between the budgeted and actual expenditures is contained in the 2020 Activity Report.

Performance against the Programme and Budget is reported to the Council and subsidiary bodies during the year and modifications are subject to Council approval, or to the Secretary-General as delegated in the Financial Regulations approved by Council on 2 December 2019.

In the main, modifications to the Programme and Budget in 2020 year related to new activities and specifically the inclusion of new programmes resulting from grants received as well as modifications to existing plans necessitated by the move to digital platforms, and the cancellation or delays in activities arising as a result of the Covid-19 pandemic. Expenditure under restricted income grants is reflective of income with unspent funds being carried as deferred income.

# Notes (forming part of the annual financial statements)

## 16. Operating Lease Commitments

Operating lease commitments represent rental payments for properties that International IDEA leases for office use in the countries in which it operates. The rent payable under these leases is subject to renegotiation at various intervals. For the Netherlands and Belgium leases, the rentals are guaranteed by Svenska Handelsbanken.

Future minimum lease payments for the periods are as follows:

31 December	(Thousands of Euros)	
	2020	2019
Within one year	1,072	1,202
In the second to five years inclusive	365	679
After five years	-	-
<b>Total</b>	<b>1,437</b>	<b>1,891</b>

## 17. Post Balance Sheet Event

On 1 February 2021 there was a coup in Myanmar and the subsequent capture and control of all essential state institutions and the administrative machinery by the Myanmar military. This has challenged the foundations on which the Institute has built its presence and programmes in Myanmar. International IDEA has reacted by clearly condemning these actions and calling for a return of the constitutional order and the respect of the vote of November 2020. An unprecedented civil disobedience movement has mobilized millions around the country and has transformed civil society in Myanmar instantly. Most political leaders are under some form of detention. An interim committee has been formed by the elected members of parliament.

International IDEA is undergoing a process, together with the key donors, of rethinking the manner in which the Institute remains involved in Myanmar and the implications for projects going forward.