



WFTO-EUROPE

2016 AGM

Supporting Documents

(20 April 2016)



Contents

1. WFTO-Europe Board members.....	2
2. WFTO-Europe's Board Meetings (summary April 2015-April 2016)	3
3. Staff, Interns and Volunteers at the Brussels Office (2015/2016).....	4
4. Overview of Project Proposals involving WFTO-Europe in 2015/16	5

1. WFTO-Europe Board members

Name	Organization	Country	Election
Giorgio Dal Fiume <i>President</i>	CTM Altrmercato	Italy	14-06-2014 (2 nd mandate)
Bertil Högberg <i>Treasurer</i>	The House of Fair Trade	Sweden	26-05-2015 (1 st mandate)
Tadeusz Makulski <i>Secretary</i>	Polish Fair Trade Association	Poland	26-05-2015 (2 nd mandate)
Gabriella D'Amico	Associazione Botteghe del Mondo	Italy	26-05-2013 (1 st mandate)
Emilie Durochat	Plate-forme pour le Commerce Équitable	France	14-06-2014 (1 st mandate)
Sophie Tack	Oxfam-Magasins du monde	Belgium	14-06-2014 (2 nd mandate)
Marijke Visser	Centrum Mondiaal	The Netherlands	14-06-2014 (2 nd mandate)

2. WFTO-Europe's Board Meetings (summary April 2015 - April 2016)

N.	Date	Venue	Main aims/topics discussed
1	22/04/2015	Skype	Approval of the AGM documents. European representative in the WFTO Global board. Feedback on WFTDay and Belgian Fair Trade week and possible collaboration with Fashion Revolution and Clean Clothes Campaign. Working group on Charter for Fair Trade principles (Milan Global AGM). Decision about FTAO proposal for a workshop with Fairtrade International at the Milan Expo
2	24/05/2015	Milan	Organisation of the AGM 2015 (26 May). Overview of the main "closed" workshops to attend.
3	22/06/2015	Skype	Decisions about the next AGM (Date, venue, organisational steps). Final decisions about the Fair Trade marathon and the next face-to-face board meeting in Brussels in October. Towards the 2016/2019 strategic plan: process and timing. Update from WFTO-Global and WFTO-Europe priorities regarding the global agenda and an update on fundraising.
4	16/06/2015	Skype	Towards a new contract for the Coordinator. Decisions about WFTO-Europe's AGM 2016 date and organization details. Update about fundraising (including FEBEA). Update about WFTO-Global issues (European representatives in Global WG) and WFTO-E representative in FTAO Board. WFTO Global Advocacy/Campaign Working Plan. Confirmation about the WFTO-E Strategic Plan process and timing. Short check about the implementation of the WFTO-E present Working Plan.
5	25/09/2015	Skype	Decisions on 2016 WFTO Biennial Conference and AGM: budget and fees, evaluation of the request from on the Retailers and World shops Committee, updates and next steps. Logistics and agenda next Board meeting in Brussels in October. Update from the recent WFTO Global Board meeting. Fair Trade Towns campaign: update and recent proposal of Fair Trade Towns Steering Committee.
6	14/10/2015 15/10/2015	Brussels	Overview on the retailers' committee goals and work plan. Organisation AGM 2016 (draft agenda, participants' fees, communication to the members and next steps). Discuss last year implementation of the project Vote for Fair Trade. Implementation of the Working Plan and update on Communication Strategy. WFTO-E Strategic Plan. Fair Trade Town update and questions/proposals to stakeholders. Update from FTAO and WFTO Global. Next Board meeting dates.
7	15/12/2015	Skype	Congratulation to Francesca for her pregnancy and discussion about maternity leave cover. The 2016/2018 WFTO-E Strategic plan draft and next steps. Approval of the questionnaire to send to the retailers members. Short update from WFTO-E office.
8	21/01/2016 22/01/2016	Paris	News from the WFTO-Europe office. Balance and account 2015 + budget 2016. The WFTO-Europe Biennial Conference and AGM 2016. Outcome of the questionnaires of the retailers committee and next steps. Activities to implement the WFTO-Europe strategic plan and following steps. Update of FTAO, advocacy and WFTO global.
9	09/03/2016	Skype	Approval WFTO-Europe Strategic plan; update on the WFTO-Europe Biennial Conference and AGM, Approval Accounts and Balance 2015; update from the last WFTO Global Board meeting.
10	06/04/2016	Skype	Update on WFTO-Europe Biennial Conference and AGM; Update on the registered participants, draft agenda and AGM documents to be send to the members. Update on Global issues; minutes of the Global Board meeting and working groups. Update on the DEAR call.

3. Staff, Interns and Volunteers at the Brussels Office (2015/2016)

Name	Country	Role	Period
Francesca Giubilo	Italy	Coordinator	From October 2013 – on maternity leave from 27 th of May 2016
Sébastien Leclef	Belgium	Coordinator ad interim (Maternity leave cover)	From 14/03/2016 for 7 months
Cristina Fediuc	Romania	Intern (full time)	6 months Internship: 22/07/2015 - 22/01/2016
Christine Adelman	Germany	Intern (full time)	6 months Internship : 17/07/2015 - 26/01/2015
Marije de Graaf	The Netherlands	Intern (full time)	6 months Internship: 25/01/2016 - 25/07/2016
Veronica Ricca	Italy	Intern (full time)	4 months Internship: 01/04/2016- 01/08/2016



4. Overview of Project Proposals and Donation requests involving WFTO-Europe in 2015/ 2016

Title of project, Sponsor/ Donor	Total Amount	Status	Role of WFTO-Europe	Main Focus
"Food Smart Cities for Development – Milan Project" EuropeAid - LOT 5	2.072.000,00€ (EU co-financing 85%)	Full application presented the 20th of May 2014. ACCEPTED (27 th August 2014). ONGOING (from December 2014)	Co-applicant - other partners: Municipality of Bilbao; Municipality of Barcelona; Municipality of Brugge; Municipality of Gent; Municipality of Marseille; Municipality of Turin; Municipality of Utrecht; Department of Antioquia; Comitato Expo dei Popoli; GRAIN; Equogarantito; WFTO Global, FTAO; Fair Trade Hellas	World Fair Trade Week 2015
"Strengthening Regional, European and Global CSO Umbrella Organisations" Contracting Authority: European Commission Lot 5	5.608.500,00 € (EU co-financing 85%)	Full application presented the 12 th June 2015. REJECTED (24 th November 2015)	Co-applicant Applicant: WFTO-Global Other co-applicants: WFTO Latin America (WFTO-LA), WFTO Asia, WFTO Middle East and Africa,	Strategic Plan
Fondation Roi Baudouin (Fond Venture Philanthropy)	109.850,00€	Full application presented the 8 th of January 2016 Application REJECTED (March 2016)	Applicant	Improve communication to promote the Guarantee System and WFTO label as well as to strengthen WFTO-Europe network
BTC (Belgian Development Agency)	5.000,00€	Application will be presented before the 9 th of May 2016	Applicant	Belgian Fair Trade Week (October 2016)
DEAR call (Raising public awareness of development issues and promoting development education in the European Union)	Between 3.000.000,00€ - 7.000.000,00€ (EU co-financing 90%)	Application will be presented before the 1 st of June 2016	Co-Applicant Applicant: Fair Trade International Other co-applicants: WFTO-Global, Fair Trade Advocacy Office (FTAO)	Sustainable consumption (SDG 12)