

Solvoy Foundation

remuneration and expense policy

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Applies to: Stichting Solvoz Foundation

Registered office: The Hague, The Netherlands

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Chamber of Commerce number: 75501325

RSIN: 860304863

1. Purpose

This remuneration and expense policy sets out how Stichting Solvoz Foundation handles board remuneration, expense reimbursement and compensation for operational work.

The policy supports the Foundation's statutory objective, non-profit purpose and public-benefit mission. It is intended to meet public transparency expectations and to be suitable for publication as part of the Foundation's ANBI information. This policy should be read together with the Foundation's Policy Plan, Governance Charter, Conflict of Interest Policy, Related-Party Transaction Policy, Grant Funding Policy and financial procedures.

2. Board remuneration

Board members of the Solvoz Foundation do not receive remuneration for their board role. Board members may receive reimbursement of reasonable expenses incurred in the performance of their board duties, provided that such expenses are:

- necessary for the Foundation's work;
- reasonable in amount;
- properly documented;
- approved in line with the Foundation's governance and financial procedures.

The Foundation does not distribute profits or financial benefits to board members.

3. Reimbursement of expenses

Reasonable expenses may include, for example:

- travel costs for board meetings or Foundation-related activities;
- accommodation costs where necessary and proportionate;
- communication or administrative costs directly linked to Foundation work;
- other costs approved by the board or an authorised person.

Expense claims must be supported by receipts or other appropriate documentation.

A person may not approve their own expense reimbursement where this would create a decision-specific conflict. Such cases must be handled in line with the Foundation's conflict of interest policy.

4. Paid operational work

The Foundation may hire or contract staff, coordinators, programme leads, consultants, experts or service providers where necessary to implement its activities. Such compensation is not board remuneration. It relates to actual operational, technical, programme, advisory or support services provided to the Foundation. Compensation for operational work must be:

- linked to the Foundation's statutory objective and mission;
- reasonable and proportionate;
- documented in a contract, assignment, approved budget or board decision;
- aligned with the Foundation's non-profit purpose;
- compliant with grant or donor conditions where applicable.

5. Board members performing operational work

A board member may only be compensated for operational work if this is clearly separate from their unpaid board role. Any such arrangement must be:

- necessary for the Foundation's work;
- documented in advance;
- approved by the board in line with the conflict of interest policy;
- reasonable and proportionate;
- recorded separately from board remuneration;
- compliant with relevant grant, donor, legal and ANBI requirements.

A board member with a personal interest in such an arrangement must declare the decision-specific conflict, must not participate in the substantive deliberation or decision-making, and must not vote on the decision. The arrangement and the handling of the conflict must be documented. Where the Foundation contracts service providers for software, hosting, maintenance, support, programme services or other operational activities, such costs are handled under the relevant agreements and policies. Payments to related parties must be transparent, documented and handled in line with the Foundation's related-party transaction policy.

6. Review and publication

The board reviews this policy when needed and at least once every two years, or earlier if the Foundation's activities, governance structure, ANBI requirements or funding model materially change. The Foundation may publish this policy on its website as part of its public-benefit and ANBI transparency information.