



Policy Plan Stichting Burohelp 2025 - 2027

Period: 2025 through December 2026

Website: www.burohelp.com

Registered address: Dek 32, 1319 BB Almere, the Netherlands

Chamber of Commerce number (KvK): 97779504

RSIN: 868228059

Introduction

Stichting Burohelp aims to create a level playing field for small and medium-sized non-profits by giving them access to corporate volunteers and financial and digital resources to increase their social impact. Through the platform Burohelp.com, we make all efforts of non-profits visible, including their often invisible operational work.

In the coming years, our focus will be on successfully executing a pilot in the Netherlands, making impact measurable through our Time Bank, and preparing for European scaling. Stichting Burohelp works on sustainable collaborations with companies, governments, and non-profits and strives for structural change in how social engagement is valued.

1. Mission / Vision

Mission:

Stichting Burohelp aims to make the full scope of work by ANBI-registered non-profits—including the hours spent on preparation, administration, and organization—visible and measurable. This enables small and medium-sized ANBI foundations to gain fair access to resources and support from companies and funds, and helps Stichting Burohelp offer these non-profits clear (time) reporting.

Vision:

An inclusive society where the value of every non-profit—large or small—is acknowledged and supported.

1.2 Objective

To realize a digital platform that:

- Enables ANBI non-profits (including international counterparts) to record and make their operational work visible
- Facilitates companies in engaging employees as volunteers and generating CSR-related impact reports
- Provides transparency regarding time spent, projects, and social outcomes
- Facilitates a donation allocation system in which all available resources are proportionally distributed across the connected non-profits based on time spent



1.3 Strategy

- Develop and maintain the platform Burohelp.com, including the Time Bank, volunteer module, and impact dashboards
- Execute a pilot in the Netherlands with 20–30 non-profits and 5–10 companies, including training and guidance
- Systematically collect feedback and optimize the platform
- Build strategic partnerships with umbrella organizations, governments, and companies
- After the pilot, expand to other European countries, with multilingual support and compliance with local regulations

2. Current Situation

Stichting Burohelp is operational with the first version of the platform Burohelp.com. The technical foundation for the Time Bank and volunteer module has been developed.

Discussions have been held with potential pilot partners. In the coming months, the focus will be on recruiting partners for the pilot and further refining the platform.

2.1 Activities

Concrete activities for the upcoming period include:

- Active recruitment of non-profits and companies for the pilot
- Developing and delivering workshops and training for users
- Further development of platform features (Time Bank, volunteer matching, impact reports, etc.)
- Publishing quarterly reports on recorded hours and impact
- Organizing events to promote the platform and encourage collaboration

3. Future

In the coming years, Stichting Burohelp expects a growing need for transparent social reporting, partly due to European regulations such as the CSRD. This offers opportunities to scale Burohelp.com internationally. Developments such as digitalization, attention to inclusion, and increasing ESG obligations for companies contribute to a favorable climate for expansion.

Stichting Burohelp will seize these opportunities by adapting the platform to local markets, forming partnerships with European networks and multinationals, and further developing technical modules for international compliance, thereby financially supporting ANBI foundations (and international equivalents) in other countries.

In this way, the foundation focuses its activities solely on serving the public good and does not aim to represent private interests.



4. Organization

Name: Stichting Burohelp

Website: www.burohelp.com

Registered address: Dek 32, 1319 BB Almere

KvK and RSIN: 97779504 / 868228059

Contact: info@burohelp.com

4.1 Board and Management

The board of Stichting Burohelp consists of:

Chairman: Harold Ferdinand van Garderen

Secretary: Frank Abendroth

Treasurer: Michael Defares

Management

The management of Stichting Burohelp consists of:

General Director: Israel Martis

Technical Director: Paul Sebastian Sabou

The board is unpaid and receives no compensation for their board work. Only actual expenses incurred may be reimbursed.

4.2 Employees

Stichting Burohelp employs a team of paid professionals for the rollout, maintenance of the platform, and further activities:

- Outreach & Onboarding Specialists to guide non-profits and companies
- Marketing Manager for branding, campaigns, and communication
- External developers for technical platform development

4.3 Fundraising and Sources of Income

Stichting Burohelp raises its financial resources in a transparent and structured way, exclusively for the purpose of achieving its public-benefit objective: strengthening small and medium-sized non-profit organizations by giving them access to resources, visibility, and social recognition.

The foundation raises these funds through the platform via corporate donations, sponsorship contributions, legacies, gifts, and—if possible—grants from funders.



5. Finances

5.1 Management and Use of Assets

All received resources are used directly or indirectly to support the foundation's objectives, such as supporting non-profits, developing and maintaining Burohelp.com, and organizing training.

The foundation builds a financial reserve to ensure continuity and applies an 80/20 policy, whereby 80% of all funds are donated to affiliated ANBIs and 20% are used for the foundation's operational costs.

In the initial phase, this 80/20 policy will need to be temporarily adjusted to safeguard the foundation's continuity. Each quarter, the situation will be evaluated to return to the 80/20 policy as soon as possible.

An annual financial report in accordance with ANBI requirements will be published on the website.

5.2 Allocation of Surplus Upon Dissolution

In the event of dissolution of the foundation, the remaining balance will be allocated to another institution with a public-benefit objective, preferably with ANBI status.

5.3 Exclusion of Private Disposition of Assets

The assets of Stichting Burohelp are entirely and exclusively intended to achieve its public-benefit objective. No natural or legal person may dispose of the foundation's assets as if they were personal property.

Control over expenditures lies with the unpaid board and is exercised in accordance with the articles of association.

6. Budget and Cost/Spending Ratio

Stichting Burohelp is currently in the start-up phase. During this phase, organizational costs are relatively higher, primarily due to necessary investments in digital platform development, legal incorporation costs, communication infrastructure, setting up a robust administrative system, and building the right team.

Short-term cost structure (2025–2026):

- Development and maintenance of the digital platform
- Legal and notarial costs (including ANBI application)
- Communication, branding, and website management
- Market-based salaries for directors, within charity sector standards
- Administration and external support where needed



Although these initial costs will temporarily represent a larger share of the budget, we aim for increasingly efficient operations.

Mid-term goal (from 2027 onward):

Stichting Burohelp aims to apply an 80/20 policy: 80% of all donations received will go to ANBI non-profits, based on their recorded operational hours and submitted projects. 20% will be reserved for necessary organizational costs, including salaries, marketing, platform maintenance, transparent reporting to donors, and stakeholder engagement. Development and maintenance of the platform entail monthly, ongoing costs. All work related to design, development, management, and technology is fully paid to professional parties. There is currently no volunteer or in-kind contribution; all parties involved receive market-based compensation for their services, except for board activities. This ongoing investment is essential to provide a stable, secure, and scalable platform for both non-profits and companies.

Financial Coverage – Start-up Phase Stichting Burohelp

For the initial operational years 2025 and 2026, Stichting Burohelp bases its financial coverage on a diversified fundraising strategy. The intended funds are covered as follows:

Donations via the platform:

It is expected that donors will contribute between €500,000 and €1,000,000 annually through the Burohelp platform. These donations are tied to affiliated ANBI foundations and directly support Burohelp's mission.

Grant applications to government agencies:

Grant applications are currently being prepared for national and European government agencies, with a target amount between €100,000 and €500,000. These funds are intended to support technical platform development and transparency tools for the non-profit sector.

Fundraising from private foundations:

At least two applications are planned for private foundations, with a combined target of €80,000 to €150,000. These funds will be used for validation processes, social impact measurement, and operational support for small and medium-sized ANBI foundations.

Through this diversified approach, Stichting Burohelp spreads its risk, increases its independence, and safeguards its social objectives for both the start-up and scaling phases. This cost structure will be evaluated and adjusted quarterly as needed, with the goal of achieving maximum impact per donated euro.

7. Reserve Policy

To ensure the organization's continuity and to absorb fluctuations in income, Stichting Burohelp maintains a clear and responsible reserve policy. We aim for a continuity reserve of at least 6 and at most 12 months of fixed organizational costs. This reserve is built solely for that purpose and will be evaluated annually.



If the reserve exceeds the upper limit, surpluses will be used to provide additional support to ANBI foundations, in line with our mission. In this way, we take the criterion of limited equity seriously, even as a young foundation in the pilot phase.

8. Guarantee of Public Interest

Stichting Burohelp facilitates companies seeking to make social impact through donations and volunteer deployment via our platform. These activities are always fully in service of the public good and aimed at strengthening ANBI foundations.

Donors receive verifiable insights into their social contributions via impact reports provided through the Burohelp platform. This supports them in meeting their ESG/CSRD objectives.

Donors do not receive any compensation or advertising exposure. The credits awarded on the Burohelp platform serve solely as proof of social engagement. Credits are explicitly non-transferable.

9. Integrity of Directors and Policy Makers

Stichting Burohelp places great importance on the integrity of its directors and directly involved parties. Upon appointment, it is assessed whether any criminal offenses or financial irregularities are present.

The foundation ensures that all board members and policy makers meet the integrity requirements as set by the Dutch Tax Authority.

If necessary, the foundation will request additional declarations or documents to continuously demonstrate this integrity.

10. Governance, Transparency, and Sector Standards

Stichting Burohelp aims for a high level of professional governance, transparency, and social responsibility. Although the foundation is not yet CBF-certified, we already internally apply the principles of the Code of Good Governance for Charities and follow the guidelines set by the Tax Authority for ANBI institutions.

We publicly disclose the following annually on our website:

- The policy plan
- The financial statement
- The composition of the board
- A current report on activities carried out

We also endorse the principle of responsible remuneration and are considering alignment with broader sector standards such as the Guidelines for Directors' Compensation in the Charity Sector.

By explicitly stating this, we emphasize that Stichting Burohelp not only complies with legal



obligations but also consciously chooses a transparent, ethical, and socially responsible working method, in line with an organization with a public-benefit objective.

Finally, we will publish an annual activity report and financial figures on our website in accordance with ANBI obligations. We also communicate interim results openly, for example through quarterly reports and news updates.


Signed on behalf of the Board of Stichting Burohelp:

Chairman – Harold Ferdinand van Garderen

Ondertekend door:

B4B1E7D3E303400...

Secretary – Frank Abendroth

Signed by:

B3304434BC6F459...

Treasurer – Michael Defares

Ondertekend door:

3D5B5B0E0A03428...

Almere, 16/07/2025