

2023-2024

# Stichting Immigration Guidance Foundation

## POLICY PLAN



## Introduction

Before you is the Policy Plan of the Stichting Immigration Guidance Foundation (Foundation/IGF).

This Policy Plan gives an overview of

1. the background and objectives of the Foundation,
2. its activities and policy,
3. its envisaged projects,
4. the organization,
5. the source, management and destination of its funds and
6. contact details.

The Foundation has been registered with the Dutch tax authorities as a Charitable Foundation (“Algemeen Nut Beogende Instelling”).

On behalf of the Stichting Immigration Guidance Foundation

Mrs. Sabine Matheson  
Board Member  
The Hague

A handwritten signature in black ink, appearing to read 'S. Matheson', with a horizontal line underneath it.

## **1. Background and objectives**

Stichting Immigration Guidance Foundation (the Foundation) has been established on September, 26th 2017 by the French company Lefebvre Sarrut S.A. (LS), Europe's second largest legal publisher. The Foundation is located in The Hague, the Netherlands.

The purpose of the Foundation is, in the public interest and without an aim for profit, to address the need of information for immigrants and foreigners arriving in Europe, and help them through the administrative journey related to immigration by simplifying access to the law, provide means and measures for the above, and thus to increase the well-being and create a better everyday life for the human beings immigrating into the EU.

Europe attracts families, entrepreneurs, students and all those looking for an economically and politically stable place to live. Everyone should be able to easily access the laws that govern the country they move to, whether their stay is a temporary or more long-term one. The Foundation wants to centralise this information and facilitate both its access and its practical interpretation as refugees can be much more self-reliant if they have access to the right information. .

LS as founder, is pursuing this goal of producing content that combines quality and pragmatism.

Europe is a place of welcome, education and development. The Foundation believes in the freedom to choose where one lives, while showing mutual respect for each other.

The Foundation is a non-profit organisation and although initiated and supported by LS and her 100% Dutch subsidiary Sdu B.V (Sdu), is born from a pure charitable motive and is strictly separated from any commercial offering by LS/Sdu.

## **2. Activities and policy**

The Foundation strives to realize its objectives through the creation, development and online publication of a free App, called Refugees@business which focuses on entrepreneurship of the so called status holders.

Refugees@business is an independent tool supporting the status holder towards entrepreneurship and gives answers to questions from status holders who want to art their own business.

The App offers a guidance through all the legislation and procedures regarding starting your own business. Apart from this, the entrepreneur will also be supported in the financial, fiscal and commercial process when running his own business, such as making a business plan, bookkeeping, VAT return etc. Furthermore the app can support the communication between the status holder and the client manager at municipality level.

### **3. Envisaged projects**

In order to achieve the objectives, the Foundation has been committed to the project of establishing the Immigration Refugees@business App.

The App has been launched in 2019 in the Netherlands including legal information in three different languages; Dutch, English and Arabic.

The Foundation also plays its part in supporting Ukrainian refugees arriving in Western Europe. The European Union has adopted a unique set of legislative measures for Ukrainian refugees, called CARE package (Cohesion's Action for Refugees in Europe). This EU plan, which grant Ukrainian nationals and permanent residents the right to live, work, immediate access to healthcare, housing and education, without having to go through lengthy asylum procedures.

With the help of LS, the foundation did translate its content into Ukrainian, working together with Ukrainian refugees.

The App is now available in seven European countries: The Netherlands, France, United Kingdom, Germany, Belgium, Italy, and Spain - in all regions where the LS Group is present.

A new proposition has been started joining new partners (Qredits and Pangea) which offer to municipalities an all-in advice, coaching and financing program for status holders to assist them in their way to entrepreneurship and get/keep them out of social welfare.

In this joined proposition the Foundation provides the general/legal knowledge, knowledge of the market of municipalities and the Refugees@Business App for the initial support for status holders to entrepreneurship.

The Foundation is looking for funding to take the App a step further as the desire is to extend the legal information and to roll out the App throughout Europe, starting with France and Spain.

Further information about projects and the Foundation can be found on the Foundation's website [www.immigrationguidance.eu](http://www.immigrationguidance.eu).

#### **4. Organization**

The Management Board of the Foundation (the "Board") decides on grants by the Foundation and meets at least two (2) times a year, usually in The Hague.

The Board consists of:

- Sabine Matheson; Vice-Chairman of the Supervisory Board of LS
- Willeke de Groot; Director Noord-Hollands Archief and former Director Government at Sdu
- Esther van Doesburg; Chief Innovation Manager at Sdu

The Board has full legal authority and responsibility for the conduct, affairs and activities of the Foundation in a manner consistent with the purpose of the Foundation.

The Board is charged with the management of the Foundation, and more in particular with the management and administration of the Foundation's means, the adoption of the budget of income, including distributions and funds to be made available in view of the realization of the Foundation's objectives. The Board is entitled to accept (and refuse) donations on behalf of the Foundation. No donations shall be accepted which are made under conditions contrary to the objectives of the Foundation.

The Board is responsible for the financial position of the Foundation and its results. The Board is required to keep record of the financial position of the Foundation and its activities - including all of its financial transactions, revenue and expenses - and keep the relevant records, documents and other data carriers in such a way that as a result at any time the rights and obligations of the foundation are shown.

The Foundation is assisted by a secretary who takes care of the books and records of the Foundation. Furthermore the secretary handles the administration and files, and takes minutes of meetings of the Board.

## 5. Source, management and destination of Funds

The Foundation will seek to obtain contributions and grants from a variety of sources.

LS has committed to an investment of € 40.000,- for the development of the App.

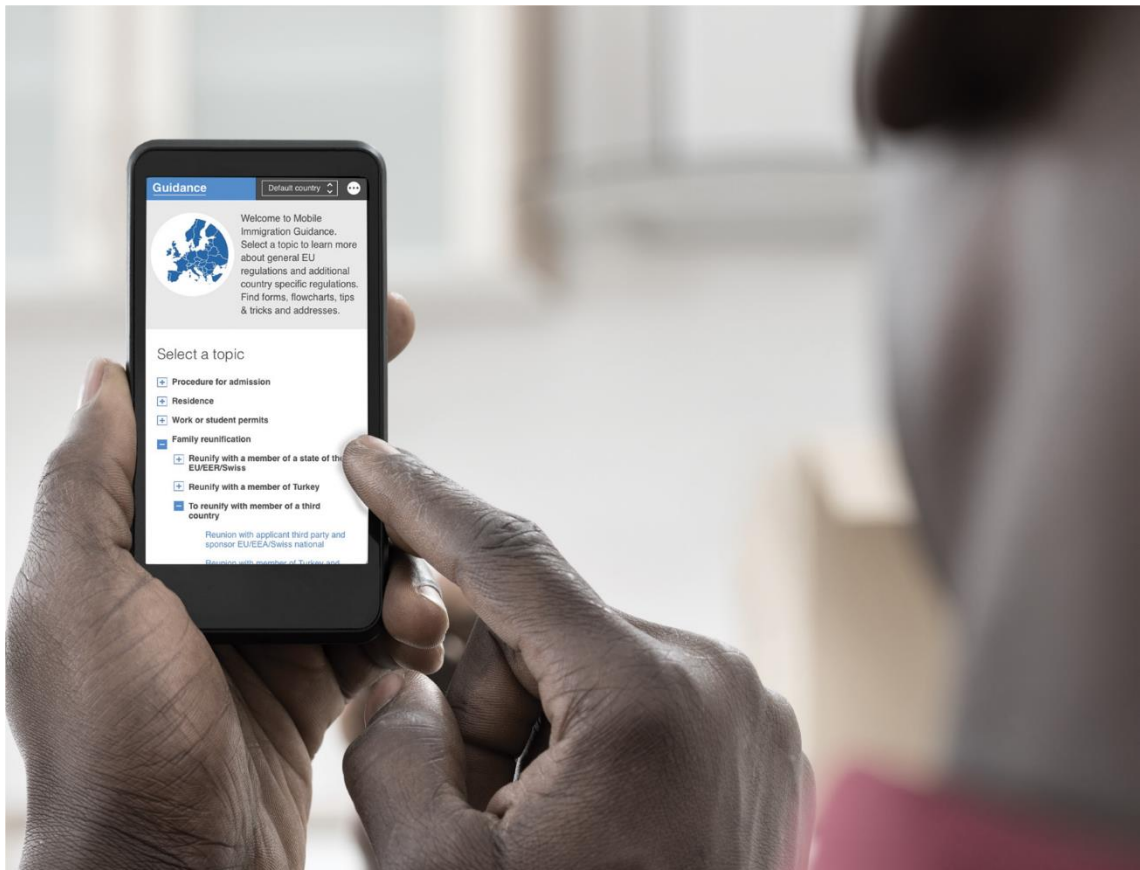
It is very difficult to forecast with any certainty the amounts of contributions that the Foundation will receive in the future. Until 2022, the Foundation did receive a total of € 83.000,- of grants/contributions for developing, launching and maintaining the App. In coming years the Foundation expects to receive around € 20.000,- to maintain and improve the App.

All administrative costs are kept on a reasonable level in order to grant as much money as possible to the cause. Less than 5% of the Foundation's income is spent on administration.

LS people engaged in the activities/development do not receive a remuneration and the Foundation does not employ any people itself.

Members of the Board don't receive a remuneration for the activities performed by them as such.

The Foundation shall not have more financial means than to the judgment of the Management Board is necessary to secure the continuity of the activities for the benefit of its objects.



## **6. Contact details**

E-mail: [immigrationguidancefoundation@gmail.com](mailto:immigrationguidancefoundation@gmail.com)

Website: [www.immigrationguidance.eu](http://www.immigrationguidance.eu)

Secretary: Marcel Frieling

Contact persons; Janine Heemskerk and Esther van Doesburg

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