

1. Name of RAO	WANEP
2. Contract Number	03/Core/47/WANEP
3a. Contract Year	July 2008 TO June 2009
3b. Contract Period	July 2008 TO Dec 2008

GHANA RESEARCH AND ADVOCACY PROGRAM
SUMMARY INCOME AND EXPENDITURE STATEMENT

		NO.	CLASS	RATE	G-RAP FUNDING	CORDAID	FINNISH GOV'T	OXFAM GB	IBIS	GTZ	WANEP	TOTAL	Approved budget US\$	Variance US\$
				US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$
HUMAN RESOURCE	Responsibility													
	Executive Director	1	Monthly	4,043	4,095	16,800	3,360	-	-	-	-	24,255	72,765	48,510
	Programs Director	1	Monthly	3,300	-	-	19,800	-	-	-	-	19,800	59,400	39,600
	Finance Administrator	1	Monthly	3,000	2,400	12,000	-	-	-	-	-	14,400	54,000	39,600
	Administrative Manager	1	Monthly	2,450	3,000	9,000	2,700	-	-	-	-	14,700	44,100	29,400
	Lead Researcher	1	Monthly	2,475	-	-	16,335	-	-	-	-	16,335	44,550	28,215
	Reg. Coordinator - Programs	1	Monthly	1,980	-	7,080	4,800	-	-	-	-	11,880	35,640	23,760
	Reg. Coord. - Network Dev't	1	Monthly	1,980	-	-	-	-	-	-	9,555	9,555	35,640	26,085
	National Network Coordinators	15	Monthly	-	-	-	-	-	-	-	-	-	45,360	45,360
	ICT Officer	1	Monthly	1,715	2,490	6,000	1,800	-	-	-	-	10,290	30,870	20,580
	Peace & Conflict Analyst	1	Monthly	990	-	-	5,940	-	-	-	-	5,940	17,820	11,880
	Zonal Coordinators	4	Monthly	-	-	-	-	-	-	-	-	-	40,320	40,320
	Executive Bilingual Secretary	1	Monthly	880	1,680	3,000	600	-	-	-	-	5,280	15,840	10,560
	Front Desk Clerk	1	Monthly	613	795	2,400	480	-	-	-	-	3,675	11,025	7,350
	Expeditors	2	Monthly	350	473	1,500	600	-	-	-	-	2,573	6,300	3,728
	Driver	1	Monthly	490	780	1,800	360	-	-	-	-	2,940	8,820	5,880
	Sub Total HR				15,713	59,580	56,775	-	-	-	9,555	141,623	522,450	380,828
GOVERNANCE/ ORGANISATIONAL DEVELOPMENT	Tasks													
	- Annual General Meeting	1	Yearly	-	-	-	-	-	-	-	-	-	25,000	25,000
	- Annual audits	1	Yearly	-	-	-	-	-	-	-	-	-	6,763	6,763
	Sub Total Governance, Org Succ				-	-	-	-	-	-	-	-	31,763	31,763
PROGRAM DEVELOPMENT	Items Purchased													
	Sub Total Program Dev				-	-	-	-	-	-	-	-	-	-
EQUIPMENT & SUPPLIES	Items Purchased													
	- Vehicles													
	- Computers				6,198							6,198	6,198	-
	- Printers													
	- Scanner													
	Sub Total Equipment & Supplies				6,198	-	-	-	-	-	-	6,198	6,198	-
OFFICE RUNNING COSTS	Office Running Costs													
	- Maintenance of office equipment				111	1,150	-	-	-	-	-	1,261	5,000	3,739
	- Office supplies				-	772	-	-	-	-	-	772	2,818	2,046
	Vehicle Running Costs													
	- Vehicle maintenance				-	723	-	-	-	-	-	723	2,000	1,277
	- Fuel				-	4,648	-	-	-	-	-	4,648	5,000	352
	- Insurance				-	-	-	-	-	-	-	-	4,315	4,315
	Sub Total Office Running Costs				111	7,294	-	-	-	-	-	7,405	19,133	11,728

OTHER ADMIN COSTS															
- Office rent	15	Monthly	250	-	-	-	-	-	-	-	-	-	67,500	67,500	
- Office Utilities and Expenses	1	Monthly	1,667	-	20,644	-	3,600	1,029	-	-	-	-	25,273	30,000	4,727
- Communications	1	Monthly	1,230	4754	-	-	141	-	-	-	-	-	4,895	22,136	17,241
- Institutional Support - National Networks	14	Monthly	56	-	-	-	-	-	-	-	-	-	-	14,175	14,175
- Institutional Support - Zonal Offices	4	Monthly	53	-	-	-	-	-	-	-	-	-	-	3,780	3,780
- International & Local Travel				2,566	4,156								6,722	10,000	3,278
- Bank Charges	1	Monthly	90	-	96	-	83	-	-	-	-	-	178	1,625	1,447
Sub Total Other Costs				7,320	24,896	-	3,823	1,029	-	-	-	-	37,068	149,216	112,148
PROGRAM ACTIVITIES															
Activities															
<i>I. Advocacy & Networking</i>															
Debriefing Sessions				-	-	8,036	-	-	-	-	-	-	8,036	10,668	2,632
Community Radio Program				-	-	7,689	-	-	-	-	-	-	7,689	25,200	17,511
Annual Roundtable on Lessons Learnt				-	-	-	-	-	-	-	-	-	-	14,123	14,123
Quarterly Symposium				-	-	4,185	-	-	-	-	-	-	4,185	10,815	6,630
<i>II. Capacity Building</i>															
WARN Training				-	-	31,134	-	-	-	-	-	-	31,134	32,634	1,500
Evaluation				-	-	-	-	-	-	-	-	-	-	10,500	10,500
Training of Field Monitors				-	-	-	-	-	-	-	-	-	-	37,800	37,800
Training of Women Monitors				-	-	-	-	-	-	-	-	-	-	37,800	37,800
Crisis Management Training				-	-	-	-	-	-	-	-	-	-	39,191	39,191
<i>III. Special Interventions</i>															
				-	1,468	-	2,305	-	-	-	-	-	3,773	36,946	33,173
<i>IV. Research & Publication</i>															
				-	2,032	-	-	-	-	-	-	-	2,032	9,450	7,418
<i>V. Training of Community Women</i>															
Guinea				-	-	-	2,979	-	-	-	-	-	2,979	8,050	5,071
Liberia				-	-	-	-	-	-	-	-	-	-	8,050	8,050
Sierra Leone				-	-	-	7,979	-	-	-	-	-	7,979	8,050	71
<i>VI. Voices of Women Radio</i>															
Guinea				-	-	-	550	-	-	-	-	-	550	6,600	6,050
Liberia				-	-	-	2,465	-	-	-	-	-	2,465	6,600	4,135
Sierra Leone				-	-	-	2,741	-	-	-	-	-	2,741	6,600	3,859
<i>VII. Impact Assessment</i>															
				-	-	-	-	-	-	-	-	-	-	5,000	5,000
<i>VIII. Publication of Directory</i>															
				-	-	-	1,500	-	-	-	-	-	1,500	1,500	-
<i>IX. Capacity Building Training</i>															
				-	-	-	-	47,084	-	-	-	-	47,084	53,700	6,616
<i>X. Field Monitoring</i>															
				-	-	-	-	-	-	-	-	-	-	6,600	6,600
<i>XI. West Africa Peacebuilding Institute</i>															
				-	-	-	-	-	118,038	95,834	-	-	213,872	220,000	6,128
Sub Total Activities				3,500	-	53,348	18,214	47,084	118,038	95,834	-	-	336,018	595,877	259,859
TOTAL COSTS:															
				32,842	91,769	110,123	22,037	48,113	118,038	105,389	-	-	528,312	1,324,637	796,326

INCOME	PRIOR PERIOD	G-RAP FUNDING	CORDAID	FINNISH GOV'T	OXFAM GB	IBIS	GTZ	WANEP	TOTAL	Approved budget	Variance
Research & Institutional Strengthening (G-RAP Core)	-	25,000							25,000	75,000	(50,000)
Collaborative Conflict Prevention & Crisis Mgt (Finnish Gov't)	576,064			-					576,064	521,644	54,420
WANEP Strategic Plan 2007 - 2009	197,600		124,592						322,192	315,575	6,617
Women in Peacebuilding Network	36,995				17,980				54,975	55,450	(475)
Justice Lens & Human Rights (IBIS)	-					125,000			125,000	65,000	60,000
West Africa Peacebuilding Institute (Fees & GTZ)	43,674						66,024	95,834	161,858	220,000	(58,142)
TOTAL INCOME	854,333	25,000	124,592	-	17,980	125,000	66,024	95,834	1,265,089	1,252,669	12,420

SURPLUS / (DEFICIT)				(7,842)	32,823	###	(4,057)	76,887	###	(9,555)	###	(71,968)	###
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Funds Movement	Current Period	Prior Period
Opening Balance	433,483	264,221
Surplus/(Deficit)	736,778	169,262
Closing Balance	###	433,483

Summary Cashflow Statement (G-RAP Funds)	Current Period	Prior Period
Opening cash and bank balance	94,204	71,700
Add Receipts		
Grants	25,000	37,500
Others		-
Total Inflow	###	###
Less Outflows		
Emoluments		-
Admin Overheads	7,320	285
Institutional Development	-	-
Program Development	-	14,712
Total Outflow	7,320	14,997
Closing cash and bank balance	###	94,204

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