

**THE ARK FOUNDATION  
GHANA RESEARCH AND ADVOCACY PROGRAM - REPORT FOR THE SECOND 6 MONTHS**

200,000 142,857 28,905

	NO.	CLASS	RATE PER MONTH	G-RAP FUNDING	CORDAID	ACTIOAID	AGSP	AWDF	CORDIAD NAP	WOMAN KIND	UNFPA	UNIFEM	NESTLE GH	OTHER FUNDERS	Organisation Approved budget GHS
<b>G-RAP CORE FUNDING BUDGET TEMPLATE</b>															
<b>Exchange rate used: GHC 1.4 = USD 1</b>															
<b>INCOME OR FUNDING</b>															
				###	###	###	###		-			###	-	-	###
<b>EXPENDITURE</b>															
<b>HUMAN RESOURCE</b>	All salaries quoted include SSF 17.5, and PAYE														
				###	3,646.80										32,217.80
	- Executive Director	6months	449	2,693											2,693.00
	- Programs Director	6months	398	2,390											2,390.00
	- Finance and Admin Coordinator	6months	296	1,774											1,774.00
	- CRC Programs Manager	6months	328	1,970											1,970.00
	- WLHRI Programs Manager	6months	328	1,970											1,970.00
	- Advocacy Officer	6months	254	1,523											1,523.00
	- Finance and Reporting Officer	6months	171	1,023											1,023.00
	- Account Officer	6months	170	1,019											1,019.00
	- 4 Social Workers/ Counsellors	6months	498	2,989											2,989.00
	- 2 Program Officers	6months	348	2,088											2,088.00
	- 2 Administrative secretaries	6months	188	1,128											1,128.00
	- 5 Professional volunteers	6months	417	2,500											2,500.00
	- 6 supporting staff	6months	322	1,933											1,933.00
	- Other 19 Volunteers	6months													
<b>Sub Total HR</b>				4,166.67	25,000.00	28,571.00	3,646.80								57,217.80
<b>GOVERNANCE/ ORGANISATIONAL DEVELOPMENT</b>															
<b>Tasks</b>															
	- Monthly review meeting			796.33											796.33
	- 3 Board Meetings			573.00											573.00
	- 4 LMT meeting			222.00											222.00
	- Annual Internal Control Reviews														
	- Workshops, Seminars, Meetings														
	- Networking with other CSOs														
	- Annual audits			715.00	714.29										1,429.29
	- contribution to external training for staff			914.29											914.29
	- Others														
<b>Sub Total Governance, Org Succ</b>				3,220.62	714.29										3,934.91
<b>PROGRAM DEVELOPMENT</b>															
<b>Items Purchased</b>															
	- Consultancy			436.37											436.37
	- Fund raising														
	- process facilitation for 12 OCB & Learning sessions			1,014.20											1,014.20
	- design and printing of publications and (reports manuals)	and IE&C Materials		2,047.00											2,047.00
	- Library			940.00											940.00
	- Advertizing, publicity and media														
	- Research														
<b>Sub Total Program Dev</b>				4,437.57											4,437.57
<b>EQUIPMENT &amp; SUPPLIES</b>															
<b>Items Purchased</b>															
	- Vehicle														
	- 4 Computers											1,137.00		1,217.00	2,354.00
	- 2 Printers			316											316.00
	- Photocopier														
	- Photo copiers, office equipment (seats, study writing cabinets, safe, fridge, telephone, fax machine, conference table and seats)			632.94								285.00			917.94
	- Others														
<b>Sub Total Equipment &amp; Supplies</b>				948.94								1,422.00		1,217.00	3,587.94
<b>OFFICE RUNNING COSTS</b>															
<b>Office Running Costs</b>															
	- Maintenance of office equipment			481.39	1,208.29			467.00							2,156.68
	- General Maintenance			1,842.67											1,842.67
	- Utilities			770.19											770.19
	- Office supplies/ stationery			94.03	318.43							332.14			744.60
<b>Vehicle running Costs</b>															
	- Vehicle maintenance			1,759.64											1,759.64
	- Fuel			1,531.31	730.14										2,261.45
	- Others														
<b>Sub Total Office Running Costs</b>				6,479.23	2,256.86			467.00				332.14			9,535.23



Fund Movement		Current Period	Prior Period
Opening Balance		292,989.93	171,481.61
Surplus		158,784.51	121,517.32
Closing Balance		451,774.44	292,989.93

Summary Cashflow Statement (G - RAP Funds only)		Current Period	Prior Period
Opening Cash/Bank Balance		29,293.88	3,695.56
Add Receipts			
Grants		59,898.00	80,000.00
Others			
Total Inflow		89,191.88	83,695.56
Less Outflows			
Emoluments		25,000.00	30,000.00
Admin Overheads		7,412.87	12,647.15
Institutional Development		948.94	1,272.72
Governance Organisational Dev		3,220.62	3,389.00
Programme Development		4,437.57	7,092.81
Total Outflow		41,020.00	54,401.68
Closing Balance		48,171.88	29,293.88

Note. The old contract has a different bank statement from the new.

Balance as at 31/05/2009 on the old account is 154.56 and

Balance as at 30/6/2009 on the new account is 47,946.38