

1. Name
of RAO
2.
Contract
Number
3a.
Contract
Year
3b.
Contract
Period

MFWA	
03/Core/32/MFWA	
2,009	
18 Months	

GHANA RESEARCH AND ADVOCACY PROGRAM

G-RAP CORE FUNDING FINANCIAL REPORTING TEMPLATE		NO.	CLASS	RATE	G-RAP FUNDING	OTHER FUNDERS - IBIS	OTHER FUNDERS - OSF	OTHER FUNDERS - OSIWA	OTHER FUNDERS - TRUST AFRICA	OTHER FUNDERS - DANIDA	OTHER FUNDERS - FREE VOICE	Approved budget GHS	
HUMAN RESOURCE	Responsibility				50,000	0	60,000	0	0	129,900	97,000	336,900	
	Executive Director	5			8,154		5,436					13,590	
	Programme Administer	5			6,060		4,040					10,100	
	Programme Coodinator- Legal Defence	5			2,256		1,504					3,760	
	Programme Coodinator- Pulation and research	5			4,101		2,734					6,835	
	Programme Coodinator- Communication	5			3,600		2,400					6,000	
	Programme Assistance -Research	5			1,998		1,332					3,330	
	Secretary to director	5			1,917		1,278					3,195	
	Finance Officer	5			1,917		1,278					3,195	
	Programme Assistance -Communication	5			1,275		850					2,125	
	Front Desk officer	5			1,230		820					2,050	
	Administrative Assistant security (2)	5			918		612					1,530	
		6			816		544					1,360	
Sub Total HR					34,242	0	22,828	0	0	0	0	57,070	
GOVERNANCE/ ORGANISATIONAL DEVELOPMENT	Tasks											0	
	- Monthly review meeting											0	
	- Quarterly meeting of Board	1			7,296		6,413					13,709	
	- Annual Internal Control Reviews											0	
	- Workshops, Serminars, Meetings											0	
	- Networking with other CSOs											0	
	- Annual audits											0	
	- Others											0	
													0
													0
Sub Total Governance, Org Succ					7,296	0	6,413				0	13,709	
PROGRAM DEVELOPMENT	Items Purchased											0	
	- Consultancy											0	
	- Fund raising											0	
												0	
												0	
Sub Total Program Dev					0	0	0				0	0	

EQUIPMENT & SUPPLIES	Items Purchased											0
	- Vehicles											0
	- Computers											0
	- Printers											0
	- Scanner											0
	- Photocopier											0
	- Office furniture & equipment (desks, chairs, filing cabinets, fridges, telephone, fax machine, conference table and seats)											0
- Others											0	
Sub Total Equipment & Supplies					0	0	0				0	0

OFFICE RUNNING COSTS	Office Running Costs									0	
	- Maintenance of office equipment					1850				1,850	
	- Office supplies				2,400	2,200				4,600	
	Vehicle running Costs									0	
	-Vehicle maintenance									0	
	- Fuel									0	
- Others										0	
Sub Total Office Running Costs				0	2,400	4,050			0	6,450	
COSTS										0	
	- Office rent			11970						11,970	
	- Office Utilities and Expenses					2925				2,925	
	- Communications									0	
	- Recruitment costs									0	
	- Bank Charges					2691				2,691	
- International & Local Travel									0		
										0	
Costs				11,970	0	5,616			0	17,586	
ACTIVITIES	Media Monitoring & Action Alert Network									0	
	<i>Output I -</i>									0	
	Preparation & diss. of Alerts						2,330			2,330	
	Editing and Translation							5,600		5,600	
	Allowance for Correspondents				6,000					6,000	
	Compillation and printing of the state of the Media report							10,900		10,900	
	Evaluation Workshop							37,600		37,600	
	Media Law and Policy Reform									0	
	Sesitisation Workshop with ECOWAS									0	
	Media Publicity of Proposed Laws				12,737					12,737	
	Roundtable on research Template									0	
	Ghana Broadcasting policy Advocacy									0	
	Legal Defence of the Media & Journalists									0	
	Legal Defence Meeting						22,013			22,013	
	Local correspondence and local Pulicity									0	
	Withness Cost- Travel and Subsistence									0	
	Honoraria to counsel									0	
	Media and Peace in Africa									0	
	Training Workshops, Seminars, & Consultation Meetings									0	
	network Development and coordination									0	
	Travel and Research									0	
Pilot Media Coverage activities and Production of Manuals									0		
Ghana Media Development Programme											
Research projects							41,686		41,686		
Training and Capacity building Project											
Programme Administration and Coverage							31,067		31,067		
programme Governance											
Media Business and Manegerial Skills Development											
<i>Output I -</i>										0	
Sub Total Activities				0	18,737	22,013	2,330	0	72,753	54,100	169,933
TOTAL COSTS:				53,508	21,137	60,920	2,330	0	72,753	54,100	264,748

Funds Movement		Current Period	Prior Period
Opening Balance		17,610	0
Surplus/(Deficit)		-3,508	17,610
Closing Balance		14,102	17,610

Summary Cashflow Statement (G-RAP Funds only)		Current Period	Prior Period
Opening cash and bank balance		17,610	0
Add Receipts			
Grants		50,000	75,000
Others			
Total Inflow		67,610	75,000
Less Outflows			
Emoluments		34,242	45,657
Admin Overheads		19,266	11,733
Institutional Development Program			
Total Outflow		53,508	57,390
Closing cash and bank balance		14,102	17,610

Prepared by:

Name: Margitta Amoafu

Signature:

Date: July 31, 2009

Reviewed by:

Name: Prof. Kwame Karikari

Signature:

Date: July 31, 2009