

**ANNEX 3 SPF**

**GHANA RESEARCH AND ADVOCACY PROGRAM**

<b>GHANA RESEARCH AND ADVOCACY PROGRAM</b>				
	<b>G-RAP CORE FUNDING BUDGET REPORTING T</b>	<b>NO.</b>	<b>CLASS</b>	<b>RATE</b>
	Exchange rate used:			
<b>HUMAN R</b>	<u>Responsibility</u>			
	- Programme Coordinator			<b>1.3795</b>
	- Programme Officer			<b>1.3795</b>
	- Finance & Admin. Officer			<b>1.3795</b>
	- Administrative Assistant			
	- Driver			<b>1.3795</b>
	- Security			<b>1.3795</b>
	- National President, PFLAG			<b>1.3795</b>
<b>Sub Total</b>	<b>HR</b>			
<b>EQUIPME</b>	<u>Items Purchased</u>			
<b>SUPPLIES</b>	- Vehicles			
	- Computers (Desktop)			
	- Computers (Laptop)			<b>1.3795</b>
	- Scanner			<b>1.3795</b>
	- Photocopier			
	- filing cabinets, fridges, telephone, fax machine, conference table and seats)			
	- Others			
<b>Sub Total</b>	<b>Equipment &amp; Supplies</b>			
<b>OFFICE R</b>	<u>Office Running Costs</u>			
<b>COSTS</b>	- Maintenance of office equipment			<b>1.3795</b>
	- Office supplies			<b>1.3795</b>
	<u>Vehicle running Costs</u>			
	-Vehicle maintenance			<b>1.3795</b>
	- Fuel			<b>1.3795</b>
	- Others			<b>1.3795</b>
<b>Sub Total</b>	<b>Office Running Costs</b>			
<b>OTHER ADMIN COSTS</b>				
	- Office rent			<b>1.3795</b>
	- Office Utilities and Expenses			

	- Communications			
	- Recruitment costs			
	- Bank Charges			1.3795
	- International & Local Travel			1.3795
<b>Sub Total</b>	<b>Other Costs</b>			
<b>PROJECT</b>	<b>Activities</b>			
	<u>Output I -</u>			
	Task 1			1.3795
	Task 2			1.3795
	Task 3			
	Task 4			
	<u>OUTPUT II -</u>			
	Task 1			
	Task 2			
	Task 3			
	Task 4			
	<u>OUTPUT III -</u>			
	Task 1			
	Task 2			
	Task 3			
	Task 4			
	<u>OUTPUT IV -</u>			
	Task 1			
	Task 2			
	Task 3			
	Task 4			
<b>Sub Total</b>	<b>Activities</b>			
<b>TOTAL COSTS:</b>				

<b>Funds Movement</b>		<b>Current Period</b>	<b>Prior Period</b>
Opening Balance			
Surplus/(Deficit)			
Closing Balance			

<b>Summary Cashflow Statement (G-RAP Funds only)</b>	<b>Current Period</b>	<b>Prior Period</b>
--	-----------------------	---------------------

Opening cash & Bank balance			
<b>Add Receipts</b>			
Grants			
Others			
Total Inflow			
<b>Less Outflows</b>			
Emoluments			
Admin Overheads			
Institutional Development			
Program Development			
Total Outflow			
Closing Cash & Bank Balance			

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

G-RAP FUNDING	OTHER FUNDERS	OTHER FUNDERS	OTHER FUNDERS	Approved budget GHS	US\$
				0	
8,181.04				9,600	
2,007.39				7,800	
3,466.54				8,400	
-				4,800	
2,426.58				4,200	
865.95				2,400	
1,008.70				0.00	
<b>###</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>37,200</b>	
				0	
-				0	
-				1,100	
1,404.54				1,500	
197.78				500	
				0	
				1,000	
				0	
				0	
<b>1,602.32</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,100</b>	
				0	
100.00				2,400	
1,537.10				1,200	
-				0	
900.74				1,800	
296.30				2,400	
651.34				600	
				0	
<b>3,485.48</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,400</b>	
				0	
6,450.00				0	
-				0	

-				0
-				0
69.94				0
1,010.65				0
				0
<b>7,530.59</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
				0
13,250.00				<b>7,500</b>
3,286.71				<b>6,600</b>
				<b>1,000</b>
				0
				<b>7,500</b>
				<b>10,700</b>
				0
				0
				<b>7,000</b>
				<b>13,600</b>
				<b>7,500</b>
				<b>5,000</b>
				<b>6,000</b>
				0
				0
				0
				0
<b>###</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>72,400</b>
<b>###</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>###</b>

<b>Prepared by:</b>
Name:
Signature:
Date:
<b>Reviewed by:</b>

Name:

Signature:

Date:

Account	Balance	Debit	Credit	Balance
1000				
1010				
1020				
1030				
1040				
1050				
1060				
1070				
1080				
1090				
1100				
1110				
1120				
1130				
1140				
1150				
1160				
1170				
1180				
1190				
1200				
1210				
1220				
1230				
1240				
1250				
1260				
1270				
1280				
1290				
1300				
1310				
1320				
1330				
1340				
1350				
1360				
1370				
1380				
1390				
1400				
1410				
1420				
1430				
1440				
1450				
1460				
1470				
1480				
1490				
1500				
1510				
1520				
1530				
1540				
1550				
1560				
1570				
1580				
1590				
1600				
1610				
1620				
1630				
1640				
1650				
1660				
1670				
1680				
1690				
1700				
1710				
1720				
1730				
1740				
1750				
1760				
1770				
1780				
1790				
1800				
1810				
1820				
1830				
1840				
1850				
1860				
1870				
1880				
1890				
1900				
1910				
1920				
1930				
1940				
1950				
1960				
1970				
1980				
1990				
2000				
2010				
2020				
2030				
2040				
2050				
2060				
2070				
2080				
2090				
2100				
2110				
2120				
2130				
2140				
2150				
2160				
2170				
2180				
2190				
2200				
2210				
2220				
2230				
2240				
2250				
2260				
2270				
2280				
2290				
2300				
2310				
2320				
2330				
2340				
2350				
2360				
2370				
2380				
2390				
2400				
2410				
2420				
2430				
2440				
2450				
2460				
2470				
2480				
2490				
2500				
2510				
2520				
2530				
2540				
2550				
2560				
2570				
2580				
2590				
2600				
2610				
2620				
2630				
2640				
2650				
2660				
2670				
2680				
2690				
2700				
2710				
2720				
2730				
2740				
2750				
2760				
2770				
2780				
2790				
2800				
2810				
2820				
2830				
2840				
2850				
2860				
2870				
2880				
2890				
2900				
2910				
2920				
2930				
2940				
2950				
2960				
2970				
2980				
2990				
3000				
3010				
3020				
3030				
3040				
3050				
3060				
3070				
3080				
3090				
3100				
3110				
3120				
3130				
3140				
3150				
3160				
3170				
3180				
3190				
3200				
3210				
3220				
3230				
3240				
3250				
3260				
3270				
3280				
3290				
3300				
3310				
3320				
3330				
3340				
3350				
3360				
3370				
3380				
3390				
3400				
3410				
3420				
3430				
3440				
3450				
3460				
3470				
3480				
3490				
3500				
3510				
3520				
3530				
3540				
3550				
3560				
3570				
3580				
3590				
3600				
3610				
3620				
3630				
3640				
3650				
3660				
3670				
3680				
3690				
3700				
3710				
3720				
3730				
3740				
3750				
3760				
3770				
3780				
3790				
3800				
3810				
3820				
3830				
3840				
3850				
3860				
3870				
3880				
3890				
3900				
3910				
3920				
3930				
3940				
3950				
3960				
3970				
3980				
3990				
4000				

Account	12/31/2019	12/31/2020	12/31/2021
1000 Cash	1000	1000	1000
1010 Accounts Receivable	1000	1000	1000
1020 Inventory	1000	1000	1000
1030 Prepaid Expenses	1000	1000	1000
1040 Property, Plant, and Equipment	1000	1000	1000
1050 Intangible Assets	1000	1000	1000
1060 Other Assets	1000	1000	1000
2000 Accounts Payable	1000	1000	1000
2010 Accrued Liabilities	1000	1000	1000
2020 Deferred Revenue	1000	1000	1000
2030 Other Liabilities	1000	1000	1000
3000 Equity	1000	1000	1000
3010 Common Stock	1000	1000	1000
3020 Retained Earnings	1000	1000	1000
4000 Revenue	1000	1000	1000
4010 Cost of Sales	1000	1000	1000
4020 Operating Expenses	1000	1000	1000
4030 Other Expenses	1000	1000	1000
4040 Other Income	1000	1000	1000
4050 Other Expense	1000	1000	1000
4060 Other Income	1000	1000	1000
4070 Other Expense	1000	1000	1000
4080 Other Income	1000	1000	1000
4090 Other Expense	1000	1000	1000
4100 Other Income	1000	1000	1000
4110 Other Expense	1000	1000	1000
4120 Other Income	1000	1000	1000
4130 Other Expense	1000	1000	1000
4140 Other Income	1000	1000	1000
4150 Other Expense	1000	1000	1000
4160 Other Income	1000	1000	1000
4170 Other Expense	1000	1000	1000
4180 Other Income	1000	1000	1000
4190 Other Expense	1000	1000	1000
4200 Other Income	1000	1000	1000
4210 Other Expense	1000	1000	1000
4220 Other Income	1000	1000	1000
4230 Other Expense	1000	1000	1000
4240 Other Income	1000	1000	1000
4250 Other Expense	1000	1000	1000
4260 Other Income	1000	1000	1000
4270 Other Expense	1000	1000	1000
4280 Other Income	1000	1000	1000
4290 Other Expense	1000	1000	1000
4300 Other Income	1000	1000	1000
4310 Other Expense	1000	1000	1000
4320 Other Income	1000	1000	1000
4330 Other Expense	1000	1000	1000
4340 Other Income	1000	1000	1000
4350 Other Expense	1000	1000	1000
4360 Other Income	1000	1000	1000
4370 Other Expense	1000	1000	1000
4380 Other Income	1000	1000	1000
4390 Other Expense	1000	1000	1000
4400 Other Income	1000	1000	1000
4410 Other Expense	1000	1000	1000
4420 Other Income	1000	1000	1000
4430 Other Expense	1000	1000	1000
4440 Other Income	1000	1000	1000
4450 Other Expense	1000	1000	1000
4460 Other Income	1000	1000	1000
4470 Other Expense	1000	1000	1000
4480 Other Income	1000	1000	1000
4490 Other Expense	1000	1000	1000
4500 Other Income	1000	1000	1000
4510 Other Expense	1000	1000	1000
4520 Other Income	1000	1000	1000
4530 Other Expense	1000	1000	1000
4540 Other Income	1000	1000	1000
4550 Other Expense	1000	1000	1000
4560 Other Income	1000	1000	1000
4570 Other Expense	1000	1000	1000
4580 Other Income	1000	1000	1000
4590 Other Expense	1000	1000	1000
4600 Other Income	1000	1000	1000
4610 Other Expense	1000	1000	1000
4620 Other Income	1000	1000	1000
4630 Other Expense	1000	1000	1000
4640 Other Income	1000	1000	1000
4650 Other Expense	1000	1000	1000
4660 Other Income	1000	1000	1000
4670 Other Expense	1000	1000	1000
4680 Other Income	1000	1000	1000
4690 Other Expense	1000	1000	1000
4700 Other Income	1000	1000	1000
4710 Other Expense	1000	1000	1000
4720 Other Income	1000	1000	1000
4730 Other Expense	1000	1000	1000
4740 Other Income	1000	1000	1000
4750 Other Expense	1000	1000	1000
4760 Other Income	1000	1000	1000
4770 Other Expense	1000	1000	1000
4780 Other Income	1000	1000	1000
4790 Other Expense	1000	1000	1000
4800 Other Income	1000	1000	1000
4810 Other Expense	1000	1000	1000
4820 Other Income	1000	1000	1000
4830 Other Expense	1000	1000	1000
4840 Other Income	1000	1000	1000
4850 Other Expense	1000	1000	1000
4860 Other Income	1000	1000	1000
4870 Other Expense	1000	1000	1000
4880 Other Income	1000	1000	1000
4890 Other Expense	1000	1000	1000
4900 Other Income	1000	1000	1000
4910 Other Expense	1000	1000	1000
4920 Other Income	1000	1000	1000
4930 Other Expense	1000	1000	1000
4940 Other Income	1000	1000	1000
4950 Other Expense	1000	1000	1000
4960 Other Income	1000	1000	1000
4970 Other Expense	1000	1000	1000
4980 Other Income	1000	1000	1000
4990 Other Expense	1000	1000	1000
5000 Total	10000	10000	10000

