

THE IEA/GHANA RESEARCH AND ADVOCACY PROGRAM (Core Funding July 2009 - December 2009)

	INCOME			Budgeted Income		Receipt (Prior Period)	Receipt (Current Period)	Total Receipt			Variance	Variance in %
				USD (\$)		USD (\$)	USD (\$)	USD (\$)			USD (\$)	
	G-rap (Core Funding)			200,000.00		140,000.00	60,000.00	200,000.00			-	0%
	Netherlands Institute of Multi Party Democracy			667,000.00		290,000.00	415,301.70	705,301.70			(38,301.70)	-6%
	Centre for International Private Enterprise (CIPE)			150,000.00		46,091.74	87,220.74	133,312.48			16,687.52	11%
	Food and Agriculture Organization of the United Nations (FAO)			65,000.00		20,000.00	15,000.00	35,000.00			30,000.00	46%
	International Development Research Centre (IDRC)			414,542.98			206,921.98	206,921.98			207,621.00	50%
	Deficit (IEA looking for support)										-	
<b>Total Projected Income</b>				<b>1,496,542.98</b>		<b>496,091.74</b>	<b>784,444.42</b>	<b>1,280,536.16</b>			<b>216,006.82</b>	

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	G-RAP CORE/SPF FUNDING BUDGET TEMPLATE	NO.	CLASS	RATE	Approved budget USD	G-RAP FUNDING	NIMD	CIPE	FAO	IDRC	Deficit (IEA looking for support)	TOTAL	Variance	Variance in %
	Exchange rate used: \$ = GH¢1.46													
<b>HUMAN RESOURCE</b>	<b>Responsibility</b>													
	- Administrator	18	Staff	3,176.26	57,172.68	11,116.91	46,055.77					57,172.68	0	0%
	- Director of Research – Economist	18	Fellow	5,000.00	90,000.00	20,000.00				11,795.00		31,795.00	58,205	65%
	- Senior Research Fellow - Head of Governance (1)	18	Fellow	3,000.00	54,000.00		10,000.00			7,142.86		17,142.86	36,857	68%
	- Director of Programmes	18	Fellow	947.37	17,052.63	7,644.77	9,209.86	198.00				17,052.63	0	0%
	- Distinguished Visiting Fellow (2)	36	Fellow	284.21	10,231.58	5,737.29	4,494.29			-		10,231.58	0	0%
	Finance & Admin. Consultant	18	Management Staff	526.32	9,473.76	3,352.97	6,120.79			-		9,473.76	0	0%
	- Programmes Coordinator	18	Management Staff	956.25	17,212.50	1,164.38	13,548.12	2,500.00				17,212.50	0	0%
	- Research Assistants (3)	54	Senior Staff	700.71	37,838.34		37,838.34					37,838.34	0	0%
	- Programmes Officers (3)	54	Senior Staff	475.06	25,653.24		25,653.24					25,653.24	0	0%
	- Finance Officers (2)	36	Senior Staff	438.44	15,783.84					12,305.26		12,305.26	3,479	22%
	- Office Manager	18	Senior Staff	360.00	6,480.00					6,480.00		6,480.00	0	0%
	- Systems Administrator	18	Senior Staff	200.00	3,600.00		3,600.00					3,600.00	0	0%
	- Others (6 Junior Staff)	108	Junior Staff	105.18	11,359.87	169.88				11,189.99		11,359.87	0	0%
<b>Sub Total HR</b>					<b>355,858.44</b>	<b>49,186.21</b>	<b>156,520.40</b>	<b>2,698.00</b>	<b>-</b>	<b>48,913.11</b>	<b>-</b>	<b>257,317.72</b>	<b>98,540.72</b>	<b>28%</b>
<b>GOVERNANCE/ ORGANISATIONAL DEVELOPMENT</b>	<b>Tasks</b>													
	- Monthly review meeting	12		2,552.00	30,624.00		30,624.00					30,624.00	0	0%
	- Biannual meeting of Board	2		797.50	1,595.00		1,595.00					1,595.00	0	0%
	- Subscription to Journals	12		424.74	5,096.84							-	5,097	100%
	- Annual audits	1		5,075.00	5,075.00		8,000.00					8,000.00	-2,925	-58%
	- Staff Training/Gender Awareness	4		2,248.68	8,994.73							-	8,995	100%
<b>Sub Total Governance, Org Succ</b>					<b>51,385.57</b>	<b>-</b>	<b>40,219.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>40,219.00</b>	<b>11,166.57</b>	<b>22%</b>
<b>PROGRAM DEVELOPMENT</b>														
	-Field Survey on the State of the Economy	1		39,301.56	39,301.56					7,114.00		7,114.00	32,188	82%
	-Field Survey on the State of Governance	1		37,801.56	37,801.56					7,000.36		7,000.36	30,801	81%
	- Organization of Policy In-House Fora/Roundtable Discussions - TV, Radio etc.	12		6,870.31	82,443.66	16,287.19	31,900.00			6,500.00		54,687.19	27,756	34%
	- Printing & Publication of Workshop Reports	12		3,418.26	41,019.07	6,000.00	19,357.50			4,304.75		29,662.25	11,357	28%
	- International Travel	12		1,061.84	12,742.10							-	12,742	100%
	- Advertisement of Programmes	4		1,495.31	5,981.25		5,981.25					5,981.25	0	0%
	- Preparation of Reports (Formatting, Compilation, Editing, Typesetting, & Rapporteur)	10		4,524.00	45,240.00		45,240.00					45,240.00	0	0%

<b>Sub Total Program Dev</b>				<b>264,529.21</b>	<b>22,287.19</b>	<b>102,478.75</b>	<b>-</b>	<b>-</b>	<b>24,919.11</b>		<b>149,685.05</b>	<b>114,844.15</b>	<b>43%</b>
<b>Equipment &amp; Supplies</b>	<b>Items Purchased</b>												
	- Generator	1	30,000.00	30,000.00					22,500.00		22,500.00	7,500	25%
	- Cross Country Vehicle	1	50,000.00	50,000.00							-	50,000	100%
	- Saloon Car	1	15,000.00	15,000.00							-	15,000	100%
	- Computers	5	2,399.05	11,995.26		4,350.00					4,350.00	7,645	64%
	- UPS	5	1,029.63	5,148.16		2,175.00					2,175.00	2,973	
	- Printers	2	3,931.19	7,862.37		2,175.00					2,175.00	5,687	72%
	- Office furniture & equipment ( desks, filing cabinets, telephones, fax machine, conference table and seats, etc.)	6	1,415.79	8,494.73	707.85				9,572.62		10,280.47	-1,786	-21%
<b>Sub Total Equipment &amp; Supplies</b>				<b>128,500.52</b>	<b>707.85</b>	<b>8,700.00</b>	<b>-</b>	<b>-</b>	<b>32,072.62</b>		<b>41,480.47</b>	<b>87,020.05</b>	<b>68%</b>
<b>Office Running Costs</b>	<b>Office Running Costs</b>												
	- Maintenance of office equipment/building	12	200.00	2,400.00	2,511.92						2,511.92	-112	-5%
	- Utilities (Electricity, Telephone, Water, Internet, Hosting Fee, Security Guards, etc.)	18	2,816.14	50,690.52	23,823.64	17,400.00			12,500.00	3,529.84	57,253.48	-6,563	-13%
	- Office Space (IMD)	12	1,740.00	20,880.00		20,880.00					20,880.00	0	0%
	- T&T for Office	12	250.00	3,000.00	2,386.10				4,500.00	1,221.03	8,107.13	-5,107	-170%
	<b>Vehicle running Costs</b>												
	- Vehicle maintenance	12	376.97	4,523.68	3,176.48				2,100.00	1,258.01	6,534.49	-2,011	-44%
	- Fuel	12	212.37	2,548.42					2,000.00	2,260.27	4,260.27	-1,712	-67%
	- Insurance	4	530.92	2,123.68					1,500.00	1,210.71	2,710.71	-587	-28%
<b>Sub Total Office Running Costs</b>				<b>86,166.30</b>	<b>31,898.14</b>	<b>38,280.00</b>	<b>-</b>	<b>-</b>	<b>22,600.00</b>		<b>102,258.00</b>	<b>(16,091.70)</b>	<b>-19%</b>
<b>OTHER ADMIN COSTS</b>													
	- Office supplies (Stationery/Provisions)	12	2,093.66	25,123.95	6,617.68	14,398.50			5,700.00		26,716.18	-1,592	-6%
	- Communications	12	3,394.92	40,739.00	2,103.10	39,150.00			4,500.00		45,753.10	-5,014	-12%
	- Reimbursables (Transportation, Health bills)	12	166.82	2,001.78	2,047.10						2,047.10	-45	-2%
	- Bank Charges	12	20.00	240.00	40.13				681.42		721.55	-482	-201%
<b>Sub Total Other Costs</b>				<b>68,104.73</b>	<b>10,808.00</b>	<b>53,548.50</b>	<b>-</b>	<b>-</b>	<b>10,881.42</b>		<b>75,237.92</b>	<b>(7,133.19)</b>	<b>-10%</b>
<b>PROGRAM ACTIVITIES</b>	<b>Activities</b>												
	<b>Output I - Netherlands Institute of Multi Party Democracy Ghana</b>												
	Accommodation for Residential Workshops	5	2,610.00	13,050.00		13,140.00					13,140.00	-90	-1%
	T&T and Vehicle Rental	11	2,886.82	31,755.00		31,974.00					31,974.00	-219	-1%
	Honorarium & Fees to Resource Persons	11	4,178.64	45,965.00		46,282.00					46,282.00	-317	-1%
	Feeding for Residential Workshops	11	1,798.00	19,778.00		19,914.40					19,914.40	-136	-1%
	Other Direct Costs	12	1,186.58	14,239.00		14,337.20					14,337.20	-98	-1%
	Media Coordination	10	377.00	3,770.00		3,796.00					3,796.00	-26	-1%
	Direct Support for Political Parties	12	12,083.33	145,000.00		146,000.00					146,000.00	-1,000	-1%
	Consultancies	12	12,761.81	153,141.75		154,197.90					154,197.90	-1,056	-1%
	<b>OUTPUT II - Centre for International Private Enterprise (CIPE) - Building Economic Platform amount Political Leaders</b>												
	Task 1: Annual Collaboration with CIPE Project (Conference on the Impact of The Global financial Crisis on Ghana and Other West African Countries)	1	150,000.00	150,000.00			25,410.00				25,410.00	124,590	83%
	Task 1: Collaboration with FAO (Articulating and Mainstreaming Appropriate Agricultural Trade Policies)	1	65,000.00	65,000.00				36,355.61			36,355.61	28,644	44%
<b>Sub Total Activities</b>				<b>641,698.75</b>	<b>-</b>	<b>429,641.50</b>	<b>25,410.00</b>	<b>36,355.61</b>	<b>-</b>	<b>-</b>	<b>491,407.11</b>	<b>150,291.64</b>	<b>23%</b>
<b>TOTAL PROJECTED REIMBURSABLE COSTS: (B)</b>				<b>1,596,243.52</b>	<b>114,887.39</b>	<b>829,388.15</b>	<b>28,108.00</b>	<b>36,355.61</b>	<b>139,386.26</b>	<b>-</b>	<b>1,157,605.28</b>	<b>438,638.24</b>	<b>27%</b>

<b>Fund Balance</b>	<b>Current Period</b>	<b>Prior Period(s)</b>
Opening Balance	(42,757.67)	(41,204.19)
Surplus/(Deficit)	5,113.78	(1,553.48)
Closing Balance	(37,643.89)	(42,757.67)

<b>Summary Cash flow Statement</b>	<b>Current Period</b>	<b>Prior Period(s)</b>
Opening Cash and Bank Balance	(42,757.67)	(41,204.19)
Add Receipts:		
IEA Contribution	38,447.29	
Total Income	120,000.00	60,000.00
Others - Bank Interest Received	1.17	0.62
	115,690.79	18,796.43
Less Payments:		
Human Resource	49,186.21	43,206.43
Governance/Org. Dev't	-	
Programmes Dev't	22,287.19	
Equipment & Supplies	707.85	
Office Running Costs	31,898.14	13,652.90
Other Admin. Costs	10,808.00	4,694.77
Others - Bank Charges		
	114,887.39	61,554.10
Closing Cash and Bank Balance	803.40	(42,757.67)

**Prepared by:**

Name .....  
Samuel K.  
Darkwa...

Signature  
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Date ...11th  
January,  
2010...

**Reviewed by:**

Name  
.....Mr. Ben  
Asante  
Ayeh....

Signature  
.....

Date ...11th  
January,  
2010...

**Bank Balance is made up  
as follows:**

<b>Balance per Bank Statement(Dollar Account) December 2009</b>	<b>22,963.12</b>
Less borrowed funds:	
Euro General Account (€6,245.26 @ 1.4537)	(9,078.73)
Euro Fees Account (€7,149.15 @ 1.4537)	(10,392.72)
Cedi Expenses made in December 2009 not yet transferred to Cedi Account	(2,688.27)
Closing balance as at 31st December , 2009	<u><u>803.40</u></u>

**Notes**

**Notes**

1. Funding has not been secured. Efforts are underway to attract other partners.
2. G-rap budget is for 18 months period; June 2008 to December 2009
3. Netherlands Institute of Multi Party Democracy (NIMD) and other projects are for twelve (12) months; January to December 2009
4. Communications includes: Pre/Post Conference arrangements, Distribution of letters & Reports
5. Other Direct Cost includes: Hall Rental and Equipment Hire
6. In view of our funding limitations, positions for Deputy Administrator, Senior Research Fellow at Economics Centre, Senior Research Fellow at Governance Centre, Programmes Manager and Publications Officer were not recruited fulltime. It is hoped that they will be brought on board in 2010.