ANNEX 3

Integrated Social Development Centre
04/CORE/103/ISODEC
2010
From 1-Jan-10 To 31/12/2010

FINANCIAL REPORT FOR THE SIX MONTHS ENDED 30 JUNE, 2010

GHANA RESEARCH AND ADVOCACY PROGRAM

Exchange rate used: GH¢1.42 = $1

	REVENUE	NO.	CLASS		G-RAP FUNDING ($)	CHRISTIAN AID, UK	OXFAM NOVIB ($)	DUTCH GOVT / ARHR ($)	AGSP (UASID) ($)	OSIWA ($)	REVENUE WATCH ($)	SIMAVI ($)	VSO/COMIC RELIEF ($)	CIDA	OXFAM AMERICA ($)	CONSULTANCY ($)	AFRICA MONITOR ($)	CARE INTERNATIONAL (KASA)	OTHERS	MISCELLANEOUS ($)	TOTAL ACTUAL INCOME/EXPENSES FOR PERIOD ($)	TOTAL ACTUAL INCOME/EXPENSES FOR PERIOD (GH¢)
	TOTAL				125,000.00	0.00	0.00	3,247.89	0.00	0.00	150,000.00	0.00	0.00	29,179.80	79,000.00	85,610.36	0.00	0.00	51,941.98	43,016.72	566,996.75	805,135.39
	DISBURSEMENTS:																					
HUMAN RESOURCE	Responsibility																					
	Executive Director	1			14,000.00		10,540.39														24,540.39	34,847.35
	Programmes Director	1			10,507.53		10,000.00														20,507.53	29,120.69
	Finance/Admin. Director	1			9,071.85		5,000.00									5,000.00					19,071.85	27,082.03
	Programme Coordinators	4			6,075.08		18,649.18	7,600.38				7,000.00			9,252.36						48,577.00	68,979.34
	Finance and Admin Manager	1			5,088.56		5,000.00									5,000.00					15,088.56	21,425.76
	Policy Analysts	4			13,427.33		11,637.79			8,525.29	13,610.25										47,200.66	67,024.94
	Secretary to ED	1			2,906.45		4,000.00														6,906.45	9,807.16
	ICT Officer	1			7,331.42																7,331.42	10,410.62
	Policy Assistants	10			15,000.00		15,000.00	2,003.97	7,331.36			3,000.00	4,633.31			13,485.84					60,454.48	85,845.36
	Resource Centre Officer	1			6,324.38																6,324.38	8,980.62
	Accounts Officers	4			7,437.60		6,324.45	3,339.16	4,781.30			4,000.00									25,882.51	36,753.16
	Front Desk Officer	1			3,000.00											2,131.87					5,131.87	7,287.26
	Drivers	2			0.00		4,887.68	1000	1,781.30			1,000.00	1,000.00								9,668.98	13,729.95
Sub Total HR					100,170.20		91,039.49	13,943.51	13,893.96	8,525.29	13,610.25	15,000.00	5,633.31		9,252.36	25,617.71					296,686.08	421,294.23
GOVERNANCE/ ORGANISATIONAL DEVELOPMENT	-Annual board meetings				1,000.00		659.14				1,000.00										2,659.14	3,775.98
	-Statutory annual audit				1,000.00		1,000.00				1,000.00					1,233.10					4,233.10	6,011.00
	-Quarterly internal audit review																					0.00
	-Annual budget review																					0.00
	-Accounting system review																					0.00
	-Review of accounting manual																					0.00
	-Review of human resource manual																					0.00
	-5 year strategic plan																					0.00
	-Human resource development				133.00																	0.00
Sub Total Governance, Org Dev					2,133.00		1,659.14				2,000.00					1,233.10					7,025.24	9975.84
PROGRAM DEVELOPMENT	Fundraising programme																					0.00
	-Consultant's fee																					0.00
	-Research work																					0.00
	-Printing cost																					0.00
	Travel and accommodation																					0.00
	RBAIV staff programme retreat																					0.00
	-Consultant's fee																					0.00
	-Research work																					0.00
	-Printing																					0.00
	-Travel and accommodation						892.39														892.39	1,267.19
Sub Total Program Dev					0.00		892														892.39	1267.19
EQUIPMENT	-Vehicles																					0.00
	-Computers				3,618.15																3,618.15	5,137.77
	-Printers																					0.00
	-Camera										304.96										304.96	433.04
	-Projector																					0.00
	-Furniture				63.38																63.38	90.00
	-Airconditioners																					0.00
	-Expansion in solar energy system				14,722.31																14,722.31	20,905.68
Sub Total Equipment					18,403.84						304.96										18,708.80	26566.50
ADMINISTRATIVE OVERHEADS	Office Running Expenses																					
	- Maintenance of office equipment										500.00			500.00	374.64	500.00					1,874.64	2,661.99
	- Maintenance of office building						2000.00		500.00	500.00	500.00	500.00	500.00		1000.00			250.00	419.01		6,169.01	8,759.99
	- Office rent															2500.00			2500.00	7261.76	12,261.76	17,411.70
	- Office stationery / supplies								500.00		500.00	250.00	250.00	200.00	150.00	512.19		300.00	350.00	500.00	3,512.19	4,987.31
	- Utilities						500.00	250.00	250.00	255.90	250.00	250.00	250.00	200.00		250.00		300.00	250.00	500.00	3,505.90	4,978.38
	- Communication				1,000			542.96	500.00		500.00	400.00	500.00	300.00							3,742.96	5,315.00
	- Postages				88.33											200.00					288.33	409.43
	- Sanitation/Security services						400.00	200.00	150.00		350.00	150.00	150.00	150.00	200.00	500.00		250.00	500.00	1130.02	4,130.02	5,864.63
	Vehicle running expenses																					
	-Vehicle maintenance						1000.00	250.00	250.00		300.00	250.00	250.00	250.00	250.00	500.00		250.00	400.00	261.62	4,211.62	5,980.50
	- Fuel and Oil						221.48	150.00	150.00		150.00	100.00	100.00	150.00	100.00	125.00					1,246.48	1,770.00
	- Insurance															1000.00			792.00		1,792.00	2,544.64
	General Expenses																					
	- Travel and transportation						150.00	100.00	100.00	150.00	100.00	100.00	50.00	102.82	50.00	100.00					1,002.82	1,424.00
	- Bank charges				248		571.67	50.00	50.00		150.00	100.00	100.00	51.25	50.00				198.75	450.00	2,019.88	2,868.23
	- Registration and licenses															140.85					140.85	200.01
	- Resource material															2436.62			2000.00		4,436.62	6,300.00
	- Recruitment cost																					0.00
	- Other expenses															404.93			275.35		680.28	966.00
Sub Total Administrative Overhead					1,336.54		4,843.15	1,542.96	2,450.00	905.90	3,300.00	2,100.00	2,150.00	1,904.07	2,174.64	9,169.59		1,350.00	7,685.11	10,103.40	51,015.36	72441.81
PROGRAM ACTIVITIES	ESSENTIAL SERVICES:																					
	-Sustain campaign on education for all								83,000.00				40,672.54								123,672.54	175,615.01
	-Sustain right to health campaign							10,000.00				33,458.44				22,074.33					65,532.77	93,056.53
	-Water campaign, governance and management													12,016.90							12,016.90	17,064.00
	-Provide service support to communities and CBOs/Local NGOs																					0.00
	-Support to essential services campaign/platform															30,426.76			15,147.89		45,574.65	64,716.00
	ECONOMIC JUSTICE:																					
	-Support to LNGOs and communities						5,000.00				15,000.00								4,026.15		24,026.15	34,117.13
	-Support the EITI and the PWYP campaign																					0.00
	-Provide periodic policy briefs to parliament on key policy issues																					0.00
	-Support tax justice campaign																		300.00		300.00	426.00
	-Support economic justice platform																		66.90		66.90	95.00
	-Support oil platform and local content campaign									25,000.00					25,000.00				6,654.36		56,654.36	80,449.19
	-Baseline survey of oil rich communities										542.25										542.25	770.00
	-Grassroot capacity building for monitoring																19,346.51	5,139.44			24,485.95	34,770.05
	POLICY SUPPORT:																					
	-Provide training on gender-responsive budgeting for local authorities																					0.00
	-Provide training on gender-responsive budgeting for parliament																					0.00
	-Gender responsive budget analysis and report dissemination																					0.00
	-Promote participatory planning at the local authority level										10,000.00							2,760.58			12,760.58	18,120.02
	-Promote participatory income/expenditure reviews																					0.00
	-Train budget activist						3,914.93														3,914.93	5,559.20
Sub Total Activities							8,914.93	10,000.00	83,000.00	25,000.00	25,542.25	33,458.44	40,672.54	12,016.90	25,000.00	52,501.09	19,346.51	7,900.02	26,195.30		369,547.98	524,758.13
TOTAL PROJECTED REIMBURSABLE COSTS: (B)					122,043.58	0.00	107,349.10	25,486.47	99,343.96	34,431.19	44,757.46	50,558.44	48,455.85	13,920.97	36,427.00	88,521.49	19,346.51	9,250.02	33,880.41	10,103.40	743,875.85	1056303.71
																					50%	

Funds Movement	Current Period	Prior Period
Opening Balance	-244.98	1,713.79
Surplus/ (Deficit)	2,956.42	-1,958.77
Closing Balance	2,711.44	-244.98

Summary Cashflow Statement (G-RAP Funds only)	Current Period	Prior Period
Opening cash and bank balance	-244.98	1,713.79
Add Receipts		
Grants:		
Grant under contract number 04/CORE/103/ISODEC	125,000.00	100,000.00
Total Inflow	124,755.02	101,713.79
Less Outflows		
Human Resource	100170.20	60,645.00
Governance and Org. Development	2133	0.00
Programme Activity	0.00	15,823.77
Equipment	18403.84	23,490.00
Admin. Overheads	1336.54	2,000.00
Total Outflow	122,043.58	101,958.77
Closing cash and bank balance	2,711.44	-244.98

Prepared by:

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Reviewed by:

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