

PUBLIC AGENDA
2010 S P F FINANCIAL REPORT: PHASE ONE
REPORTING PERIOD: JULY TO SEPTEMBER 2010

ACTIVITY	G-RAP SPF	NO	RATE	KASA	ISODEC	PUBLIC	G-RAP
	FINANACIAL REPORT TEMPLATE		ACTUAL			AGENDA	
			US\$	US\$	US\$	US\$	US\$
	<i>Exchange rate used:Gh¢1.40/\$</i>		Gh¢1.40 / \$	Gh¢1.40 / \$	Gh¢1.40 / \$	Gh¢1.40 / \$	Gh¢1.40 / \$
	INCOME			9,838.40			75,000.00
HUMAN	Responsibility						
Resources	Project Co-ordinator	3	1,165.71	235.71			930.00
	Assistant Coordinators {3}	3	2,492.86	242.86			2,250.00
	Programme / M&E Officer	3	600.00				600.00
	Finance Manager	3	1,165.71	235.71			930.00
	Office Manager{Administrator}	3	540.00				540.00
	Accounts Officer	3	375.00				375.00
	Recep/Driver/Security {Others}:	3	1,200.00				1,200.00
	Sub-Total: Human Resources		7,539.28	714.28	-	-	6,825.00
GOVERNANCE	Resource Materials	3					
	Quarterly Coalition Meeting	3	284.50				284.50
& ORG. DEV	Networking with CBOS and NGOS	3					
	Sub total -Gov. & Org. Dev		284.50	-	-	-	284.50
EQUIPMENT							
	Computers{De11 520mg Flat Screen}	1					
	Sub Total-Equi & Supplies		-	-	-	-	-
ADMINISTRATION	Office Running Cost						
OVERHEADS	Maintenance of office equipment	3	142.86				142.86
	Maintenance- Office building	3					
	Rent for secretariate	3					
	Office utilities	3	54.10	54.10			
	Communication	3	800.00	85.71			714.29
	Stationery / Office supplies	3	50.00	50.00			
	Printing / Photocopying	3					
	Vehicle Running Cost						
	Maintenance of Vehicle	3					
	Fuel and lubricants	3					
	General Expenses						
	Travels and Transport	3	137.15	36.43			100.72
	Environmental sanitation	3					
	Bank charges	3	16.29	4.29			12.00
	Sub Total- Administrative Overheads		1,200.40	230.53	-	-	969.87
	Total Human Res / Equipment/Admin cost		9,024.18	944.81	-	-	8,079.37
PROGRAMME	Activities						
ACTIVITIES	OUTPUT 1						
	2 day W/shop for CVSO &Mps on Oil/Gas-Policy & Legal framework {60 participants}						
	Mobilising participants & facilitators	1	800.00				800.00
	Dev and production of concept paper	1	715.00				715.00
	Production of training materials-	60	1,800.00				1,800.00
	Hotel accommodation	60	21,560.00				21,560.00
	Hire of other facilities	2					
	Car hire & Fuel purchased	4	750.00				750.00
	Workshop materials-Pens, Folders etc	60	543.30				543.30
	Electronic/ print media coverage	4	500.00				500.00
	Facilitation fees {Honorarium}	7	3,000.00				3,000.00
	Rapporturing	2	857.20				857.20
	Participants transport	60	12,445.05				12,445.05
	Video/Dvd/Cd documentry	2	1,071.43				1,071.43
	Sub Total -Output 1		44,041.98	-	-	-	44,041.98
	OUTPUT 2						
	Advocacy Communication Strategy						
	Development and production of banners	30					
	Production of banners	5000					
	Production of stickers -A2 size	5000					
	Posting on walls & hand delivery						
	Subtotal -Output 2		-	-	-	-	-
	OUTPUT 3						
	Natural Resources & Environmental Governance -3 Pull outs on Resource Watch Agenda						
	Examination of the Legal Framework on Oil and Gas		850.00	850.00			
	Research into environmental impact of oil exploration	1	425.00	425.00			
	Study on land user rights and compensation issues	1	423.30	423.30			
	Research into forced eviction and relocation	1					
	Research into royalties- Determinations & payments	1					
	Sensitisation of women folks in the oil and gas industry	3					

Research into Gender Content in the oil and gas industry	3					
Production of articles	8	600.00				600.00
Editing and review	1	125.00				125.00
Printing of "Resource Watch Agenda" On Oil and Gas	10000	12,231.08	6,115.54			6,115.54
Packaging and distribution		2,485.54	1,147.68			1,337.86
Sub Total - Output 3		17,139.92	8,961.52	-	-	8,178.40
OUTPUT IV						
Journal On Oil and Gas						
Research and studies	4	3,000.00				3,000.00
Editing and review	2	600.00				600.00
Design / Layout and Film development	2	600.00				600.00
Printing 1,000 copies full coloured	1000	3,500.00				3,500.00
Packaging and distribution	1	635.00				635.00
Subtotal -Output IV		8,335.00	-	-	-	8,335.00
OUTPUT V						
Car hire to/fro communities for data collection	30dys					
Hotel accommodation for for 5 @ \$100/day	30dys					
Production of films and editing	1					
Scripting and voice						
Television discussion- purchase of airtime	45 min					
Sub Total - Output V		-	-	-	-	-
Total Activities Cost		69,516.90	8,961.52	-	-	60,555.38
Total Project cost		78,541.08	9,906.33	-	-	68,634.75

Funds Movement		Current Period	Prior Period
		\$	\$
Opening Balance			
Surplus / {Deficit }		6,365.25	
Closing Balance		6,365.25	-

Summary Cashflow Statement { G-RAP Funds only }			Current Period	Prior Period
			\$	\$
Opening bank balance				
Add Receipts				
Grants			75,000.00	
Others				
Total Inflow		-	75,000.00	-
Less Outflows				
Emoluments	6,825.00			
Admin.Overheads	969.87			
Intitutional Development	284.50			
Programme Development				
Output / Activity	60,555.38			
Total Outflow	68,634.75		-68,634.75	
Closing balance - Surplus / {Deficit }			6,365.25	-

Prepared by.....
Accountant

Reviewd by.....
The Coordinator