

Martin Chautari
Kathmandu, Nepal
As of 31 Ashad 2070 (15 July 2013)

Foundation Open Society Institute
Knowledge Production Beyond Academia

S.N	Particulars	Amount in Rs.
	Salary	387,500.00
		357,500.00
1	Researcher Salary	30,000.00
2	Associate Researcher	
	Total	387,500.00

The Japan Foundation
Ruptures and Repairs in South Asian History

S.N	Particulars	Amount in Rs.
	Travel Expenses	1,074,436.00
		576,340.00
1	International Airfares	153,870.00
2	Domestic Transportation	344,226.00
3	Board, Lodging and Daily Allowance	
	Honoraria	275,600.00
		214,800.00
1	Honoraria to Speakers	16,000.00
2	Translation Fees	44,800.00
3	Honoraria to Assistants	
	Other Expenses	377,601.45
		43,055.85
1	Conference Materials	37,086.60
2	Publications	276,055.00
3	Venue Rental	2,778.00
4	Equipment Rental	18,626.00
5	Communication Cost	
	Total	1,727,637.45



M. Chautari

Pratishtha

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Activity	Annual Budget (a)	Japan Foundation	Foundation Open Society Institute	Norwegian Church Aid	Erik Hofstun	Ford Foundation	MC Core fund	DanidaHUGOU	Total Expenses (b)	Balance (a-b)	(b-a)/a hort-utilisation %
(A.1) Output-1 : Functioning of constitutional assembly, issues of women and excluded groups, regionalism, federalism and other key issue made clear, public and available at all levels	1,187,383.00	-	-	47,775.00	-	-	-	1,021,376.68	1,069,151.68	118,231.32	9.96%
(A.2) Output-2 : Discussion and debates on the costs of size of security forces for citizens at the local to be held with localized lists of issues of human security to feed into large discussions of human security.	1,654,270.00	-	-	-	-	-	-	1,695,242.00	1,695,242.00	(40,972.00)	-2.48%
(A.3) Output-3 : Different conceptions of national identities and icons openly debated and renegotiated with a consensus on re-building national identities.	1,771,980.00	-	-	-	-	-	-	1,526,590.00	1,526,590.00	245,390.00	13.85%
(A.4) Output-4 : Media Capacity and credibility developed.	1,925,692.00	-	-	-	-	-	-	1,497,644.75	1,497,644.75	428,047.25	22.23%
(A.5) Output 5: Media human resources strengthened	1,282,257.00	-	-	-	-	-	-	973,120.30	973,120.30	309,136.70	24.11%
(A.6) Output 6: Enhanced knowledge of good governance in the sector of education	4,342,684.00	1,727,637.45	-	-	-	747,564.00	-	312,187.50	2,787,388.95	1,555,295.05	35.81%
(A.7) Output 7: Enhanced knowledge of good governance in the sector of health	387,647.00	-	-	-	-	-	-	90,228.00	90,228.00	297,419.00	76.72%
(A.8) Output 8: Enhanced knowledge of good governance in climate change	-	-	-	-	-	-	-	-	-	-	-
(A.9) Output 9: Enhanced knowledge of good governance in the consumption, recycling and disposal of hazardous waste	710,000.00	-	387,500.00	-	-	-	-	18,294.00	405,794.00	304,206.00	42.85%
(A.10) Output 10: Institutional Capacity of Martin Chautari	3,195,025.00	-	-	-	-	-	119,542.00	2,257,808.95	2,377,350.95	817,674.05	25.59%
(A.11) Output 11: Increased gender equality and sensitivity within Martin Chautari's structures and interventions areas	89,663.00	-	-	-	-	-	-	89,909.50	89,909.50	(246.50)	-0.27%
B. Monitoring , Evaluation & Audit Cost:											
(B.1) Monitoring Evaluation & Audit :	460,000.00	-	-	-	-	-	-	58,824.00	58,824.00	401,176.00	87.21%
C. Staff Cost:											
(C.1) Staff Cost : (Salary, Provident Fund & Festival Allowances)	5,400,354.00	-	-	549,647.60	96,000.00	168,080.00	275,588.00	4,260,534.22	5,349,849.82	50,504.18	0.94%
D. Office Running Cost:											
(D.1) Office Running Cost : (Rent, Office Transportation, Office expenses, Repair & Maintenance, Utilities & Communication)	2,744,286.00	-	-	420,295.64	-	499,983.00	425,784.86	1,391,631.32	2,737,694.82	6,591.18	0.24%
E. Capital Cost:											
(E.1) Capital Cost : (Computer, Furniture and Printer)	807,000.00	-	-	-	-	-	5,250.00	600,834.00	606,084.00	200,916.00	24.90%
Total	25,958,241.00	1,727,637.45	387,500.00	1,017,718.24	96,000.00	1,415,627.00	826,164.86	15,794,225.22	21,264,872.77	4,693,368.23	18.08%
Budget utilitaion [%]	81.92%										
Percentage of contribution (individual expenses/total expenses)		8.12%	1.82%	4.79%	0.45%	6.66%	3.89%	74.27%	100.00%		

Reconciliation of Total Annual Expenses Reported to DanidaHUGOU and Audited Income & Expenses Statement:

Expenses reported to DanidaHUGOU
 Less, Electric Equipment purchased from core fund shown in Fixed asset in audited financial statement
 Less, Books purchased from core fund shown in Fixed asset in audited financial statement
 Expenses reported to Audited Income & Expenses Statement

Rs. 21,264,872.77
 (Rs. 5,250.00)
 (Rs. 28,342.00)
 Rs. 21,231,280.77

(Signatures)



Notes to Financial Statement

Schedule-11

A Background information

- 1.1 Martin Chautari (MC) registered as a non-profit making Non-Government Organization (NGO) institution in 2059 BS. It's registered office is located in Kathmandu District. Since its inception, Martin Chautari's core objectives has been to enhance the quality of public dialogue in Nepal, particularly in matters pertaining to democracy, civil liberties and social and environmental justice.

These financial statements have been prepared under the responsibility of the management of Martin Chautari and approved by Executive Committee meeting of Martin Chautari held on 11 Bhadra 2070 (Corresponding to 27 August 2013).

B Significant accounting policies

- 2.1 Financial Statement has been prepared under historical cost convention.

2.2 Restricted fund

Funds received for specific activities are accounted for on receipt by crediting restricted fund accounts. The amount of expenditures incurred for identified project activities have been considered as project expenditures with corresponding amount as income by debiting restricted fund account. The balance of fund including other income if any in such fund is refundable upon completion of project activities. Accordingly these have been reflected in the financial statements.

2.3 Basket fund

DanidaHUGOU fund has been treated under basket funding.

The balance of funds has been reflected as basket fund balance in the balance sheet since these are for the strategic plan. The strategic partnership with DanidaHUGOU has been completed on 15 July 2013 and extended through supplementary agreement till 31 December 2013 with additional budget of Rs. 4.4 million .The balance of fund if any at the end of the strategic partnership (31 December 2013) would be refundable.

2.4 Bank Account

General bank account has been used for fund received from different donors' agencies as there is no requirement of separate bank account as per agreements . Separate bank account has been operated for Basket funding activities and restricted funding activities as per respective agreement requirement.

2.5 Income Recognition and Expenses accounting



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2.5.1 Membership fee has been accounted in cash basis.

2.5.2 Interest earned (net of advance tax deduction at source) on bank account, income from sale of books, all contributions, donations, miscellaneous income (publication sales, scraps, photocopier, registration, donations etc), Project Income (balance of completed projects of non- restricted nature) and overheads has been accounted for on cash basis .

2.5.3 Except for audit fee, books purchased, advance tax withholding on sources, Staff Provident Fund, consultants expenses, overhead to be reimbursed from restricted projects, all expenditures are accounted for on cash basis.

2.6 Capitalization policy

2.6.1 Assets purchased during the year under project has been expensed off as project expenditures. The amount of such assets purchased has been later on transferred to Capital Reserve (Project Assets) with corresponding debit to fixed assets.

2.6.2 Assets purchased under basket fund have been considered as expenditure on basket funding. An amount equal to the value of assets has been transferred to Capital Reserve (Basket Fund Assets) with corresponding debit to fixed assets.

2.6.3 The books purchased under basket fund amounting Rs. 499,464.25 till 15 July 2013 has been reflected in "Capital Book Reserve" with corresponding balance in fixed assets.

2.7 Inventory

Recurring inventory of consumable stores like office supplies, stationeries, books etc and cost of publications are charged to revenue/project expenditures as and when purchased/paid for and no value is carried forward for the stock lying unutilized. At the end of the year, there are no significant value of inventory which is required to be disclosed.

2.8 Employees liabilities

Martin Chautari has not provided for any liabilities relating to employees which may arise on account of accumulated annual and casual leave, gratuity etc.

2.9 Income tax liabilities

Martin Chautari has obtained tax exemption certificate from Inland Revenue Office, accordingly no liability for tax has been provided. It has considered all its income within the objectives as specified in its constitution.



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Prasanna

BS. Anshu

Signature



Signature

2.10 Comparative Statement of Annual Budget Per AWAB and Actual Expenditure (2069/070) with reconciliation with audited expenditure has been appended in **Annexure-1** .

3 Significant disclosures

3.1 Depreciation rates and method

No depreciation policy has been formalized. Accordingly, no depreciation has been charged on the fixed assets (including project assets transferred) purchased during the year and earlier year as well.

3.2 Related parties transactions

Martin Chautari has not undertaken any related parties transaction be it with relatives, friend etc of employees or Executive members. However, certain executive or general members have been hired based on their expertise, qualification and experiences to work as expert on regular or output basis assignment. Management considers this to be carried out in line with its practice.

3.3 Write off of assets

Office Computer and Device amounting to Rs. 359,942 (related to project fund and reported as damaged) has been written off during the current fiscal year as per Executive Committee Decision dated 20 Jestha 2070. Such write off has been shown under the office expenses under core fund.

3.4 Income From Completed Projects amounting to Rs. 2,371,673.41 has been accounted as General Income under **Schedule-9** of the Financial Statement as per Board Decision. This amount represents non-charging/under charging for fees for work done by MC members/staff on those projects since past four years.

4 Previous years figures have been regrouped and rearranged wherever necessary.



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