

Financial

Reporting: November 30th 2012

Staff in charge of report: Art Cheyrachana and KHIN Pheakdey.

Please take note of any financial or legal activities here, e.g. new rental leases

Highlights

- Received income from the sale of micro unit products at the hotel amounting to \$254.50 and received \$75.00 for repayment of staff loan and community.
- Prepared finance vouchers for 110 RK transactions and 19 transactions for the One Livelihood project.
- Cooperated with education team to pay school fees for children that attended the state school.
- Conducted a finance workshop with program leader to share the new program budget for 2013.

Challenges

- One cash advance voucher outstanding that is late for settlement, and nine vouchers for staff salary advance still outstanding due to the month ending with a public holiday; hence, this is delayed till January.
- Finance staff will reschedule the cash, salary, and settlement, and will inform the program leader.

None Due

Yes, attached as _____ (file name)

Donations in Cash

| Donor Name | Email | Date | Amount | Restricted | Notes |
|--|-------|------------------|--------------------------------|------------|--|
| <i>Infinity Insurance</i> | | <i>14-Dec-12</i> | <i>\$ 55.00</i> | | <i>Coverage for staff involved in accident-Mr. C. C..</i> |
| <i>Bervertey Chamber</i> | | <i>14-Dec-12</i> | <i>\$ 260.00 \$ 140.00</i> | | <i>Donation for advocacy walk Donation for Riverkids' Children</i> |
| <i>Happy Football Cambodia-Australia</i> | | <i>31-Dec-12</i> | <i>\$ 150.00</i> | | <i>Donation for Students studying at the University</i> |

Donations in Kind

| Donor Name | Email | Date | Items | Value | Restricted | Notes |
|------------------|-------|------------------|--|----------------------------|------------|-------|
| <i>Singapore</i> | | <i>3-Dec-12</i> | <i>2 Apple Monitors 1 Xerox machine for copying, scanning, printing 156 bottles of Vitamins for women 35 bottles of Vitamin for children Children clothes 49 calendars</i> | <i>New New New</i> | | |
| <i>Singapore</i> | | <i>17-Dec-12</i> | <i>1 Acer Laptop with 1 external DVD player</i> | <i>Old</i> | | |

| | | | | | | |
|--|--|------------------|--|--|--|--|
| | | | <i>6 boxes of Multi Vitamins</i> <i>2 Flip Charts</i> | | | |
| <i>RI group</i> | | <i>17-Dec-12</i> | <i>3 pairs of Kids shoes</i> <i>50 Plastic glasses</i> <i>28 Artist Brush</i> <i>15 Scotch tapes</i> <i>4 Green beans</i> <i>3 pairs of Scissors</i> <i>1 Stamplat</i> <i>52 pencils</i> <i>54 Color pens</i> <i>120 Color pencils</i> <i>5 Glue</i> <i>2 Permanent markers</i> | <i>Old</i> <i>New</i> <i>New</i> <i>New</i> <i>New</i> <i>New</i> <i>Old</i> <i>New</i> <i>New</i> <i>New</i> <i>New</i> <i>New</i> | | |
| <p><u>Other updates:</u></p> <ul style="list-style-type: none"> • “Save the Children” society invited Riverkids staff to attend the state budget project that was presented by the government. • Cooperated with volunteer coordinator to lead advocacy walk. • Attended three workshops with micro business team to develop business plan for school uniform. | | | | | | |

Requests

Reporting:

Staff in charge of report: Ket Sophonie and Om Tithya

Highlights

- Cooperated with community nurse to prepare water and snacks for health care training with the community at RW II.
- Delivered food for weekly boarders, afterschool children and children who are attending the state school.
- Prepared 160 school bags for children. These were requested by Mr. Touch education.
- Provided 13 weekly boarders with individual package, which comprised blankets, clothes, shoes, soft toys and undergarments.
- Cooperated with education unit to prepare toys and other materials to children for a fun fair day and Christmas.
- Cooperated with education unit to complete and deliver school uniforms to the children.
- Assisted community nurse to prepare 25 packages (toothpaste and soap) for community health training.

Challenges

- Nutrition staff received many requests of shoes from the children. However, not all the children were provided with a pair as some of the shoes' sizes in store did not fit.
- The house mother requested to be allowed to make phone calls when they needed to order snacks.
- Staff were always requesting materials urgently, hence there was not enough time to prepare them all at once.

Requests for new purchases over \$200

(Purchases under \$200 can be approved in Cambodia)

| Item | Cost | Date by | Staff requesting | Reason | Notes |
|------|------|---------|------------------|--------|-------|
| | | | | | |

Requests for new staff or volunteers

| Needed | Role | Date by | Staff requesting | Reason | Notes |
|--------|------|---------|------------------|--------|-------|
| | | | | | |

Requests for new training

| Training | Cost | Date By | Staff requesting | Reason | Notes |
|----------|------|---------|------------------|--------|-------|
| | | | | | |

Meals Enrollment

| | Alexandra | | | | |
|-----------|-----------|--------|--------|--------|--------|
| | Week 1 | Week 2 | Week 3 | Week 4 | Week 5 |
| Breakfast | 121 | 140 | 125 | 126 | |
| Lunch | 27 | 27 | 24 | 27 | |
| Dinner | 17 | 17 | 17 | 18 | |

| | | | | | |
|------------------|-----|----|----|----|--|
| Morning Snack | 22 | 23 | 21 | 20 | |
| Afternoon Snack | 104 | 96 | 92 | 93 | |
| Fresh Fruit (x3) | 22 | 23 | 21 | 20 | |

| | Blum | | | | |
|------------------|-------------|--------|--------|--------|--------|
| | Week 1 | Week 2 | Week 3 | Week 4 | Week 5 |
| Breakfast | 48 | 51 | 49 | 50 | |
| Lunch | 9 | 9 | 9 | 9 | |
| Dinner | 4 | 4 | 4 | 4 | |
| Morning Snack | | | | | |
| Afternoon Snack | 43 | 43 | 42 | 43 | |
| Fresh Fruit (x3) | | | | | |

| | Compassion | | | | |
|------------------|-------------------|--------|--------|--------|--------|
| | Week 1 | Week 2 | Week 3 | Week 4 | Week 5 |
| Breakfast | 57 | 56 | 57 | 57 | |
| Lunch | | | | | |
| Dinner | | | | | |
| Morning Snack | | | | | |
| Afternoon Snack | 33 | 35 | 33 | 33 | |
| Fresh Fruit (x3) | | | | | |

| | Kilomet Six |
|--|--------------------|
|--|--------------------|

| | Week 1 | Week 2 | Week 3 | Week 4 | Week 5 |
|------------------|--------|--------|--------|--------|--------|
| Breakfast | 20 | 28 | 31 | 54 | |
| Lunch | | | | | |
| Dinner | | | | | |
| Morning Snack | | | | | |
| Afternoon Snack | 17 | 25 | 26 | 29 | |
| Fresh Fruit (x3) | | | | | |

New children added to Nutrition program

| Name | RKID | Grade | Program | Reason |
|------|------|-------|---------|--------|
| | | | | |

Children graduated from Nutrition program

| Name | RKID | Grade | Reason |
|------|------|-------|--------|
| | | | |

Food box supporting woman/family in community

| Name | Item support | Location | Reason (for continuing) |
|---------|--|------------------------|---|
| 1-S.L | <i>House rental fee and utilities expense of \$37.50 for a month. Food provided at the family house.</i> | <i>Railway commune</i> | <i>HIV case parent</i> |
| 2- Y.S. | <i>\$40 for a month supply of food and utilities \$3.80</i> | <i>Psa Touch.</i> | <i>A GRG that was trained in Hagar has just returned from Siem Reap</i> |

| | | | |
|---------------|---|-----------------------------|---|
| | | | <i>province.</i> |
| <i>3-P.S.</i> | <i>40kg of rice. House rental and electricity fee \$37.50</i> | <i>Rail way II commune.</i> | <i>Rotha family at compassion house</i> |

| Other activities |
|---|
| <ul style="list-style-type: none"> • Assisted in the community survey to prepare control canned fish for volunteers to support community. • Prepared cleaning supplies, |