

Financial

Reporting: November 30th 2012

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

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

Highlights

- Micro unit sold products and school uniforms this month to the value of \$316.36.
- We prepared finance vouchers for 124 transactions for Riverkids and 17 transactions for One Livelihood project.
- All finance vouchers and supporting documents were submitted to the accounting firm and Oxfam.
- We received a \$92.00 loan from Micro unit.
- Assisted the Micro business unit to find customers, and one hotel has ordered bed sheets and another has requested a sample of staff uniforms.
- We have updated the finance checklist to check against the finance vouchers.

Challenges

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None Due

Yes, attached as _____ (file name)

Donations in Cash

Donor Name	Email	Date	Amount	Restricted	Notes
-B.G.K		05-Nov-2012	\$3181.64		Donation for Riverkids' Children Sports development
-Project Abroad		12-Nov-2012	\$100.00		Donation for Riverkids' Intern Volunteer Project
-K.G.		16-Nov-2012	\$184.00		Donation for Riverkids' Advocacy Walk and survey program

-Project Abroad		22-Nov-2012	\$100.00		Donation for Riverkids' Intern Volunteer Project
-L.M.		22-Nov-2012	\$50.00		Donation for Riverkids' Advocacy Walk program
-U.D.		26-Nov-2012	\$5.00		Donation for Riverkids' children

Donations in Kind

Donor Name	Email	Date	Items	Value	Restricted	Notes
-HELLO mobile phone		04-Nov-2012	Rice 500Kg		For weekly boarders	

Other:

- Facilitated with Micro unit to conduct a financial workshop. The topic was Budgeting and there were 25 participants from the Get Ready program and Women's Sewing Training.
- Conducted a meeting with Danielle and the Program Director to clarify budget reallocations.
- Checked each site for equipment, supplies, and building needs:
 - a. Fan at Compassion House and Blum needed to be fixed and Mr. Dorn repaired them.
 - b. Blum House roof needed repair. Mr. Dorn had already completed the repair.
 - c. Checked food types the house-mother provides to the children.
- Assisted the Micro Unit in setting the price of school uniforms.

Requests

Reporting:

Staff in charge of report: Ket Sophonie, Om Tithya

Highlights

- Discussed food types with each of the house-mothers and advised which food types have more vitamins and should be provided to the children.
- Assisted with education regarding food preparation for children who attended the Kong Fu project. 106 children attended for three weeks.
- Delivered food for the children at Family House and central office, both morning and afternoon snacks.
- Prepared lunch for 28 children (weekly boarders, babies in day care, and hungry children from grade classes) and provided dinner for 13 children.
- **Challenges**

We have faced some problems during the month because S.Y's mother died and she had permission to have a week off. Also two house-mothers were required to replace her work, one to order snacks and the other to buy food for lunch and dinner.

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	132	105	110	100	85
Lunch	25	25	26	24	20
Dinner	17	17	17	17	12
Morning Snack	23	25	28	29	20
Afternoon Snack	82	80	75	75	70
Fresh Fruit (x3)	23	25	28	29	20

	Blum				
	Week 1	Week 2	Week 3	Week 4	Week 5
Breakfast	38	33	34	32	32
Lunch	9	8	8	8	8
Dinner	4	3	3	3	3
Morning Snack					
Afternoon Snack	36	36	34	32	34
Fresh Fruit (x3)					

	Compassion				
	Week 1	Week 2	Week 3	Week 4	Week 5
Breakfast	55	36	57	57	56
Lunch					
Dinner					
Morning Snack					
Afternoon Snack	22	24	20	22	24
Fresh Fruit (x3)					

	Kilomet Six				
	Week 1	Week 2	Week 3	Week 4	Week 5
Breakfast	20	21	24	20	19
Lunch					
Dinner					
Morning Snack					
Afternoon Snack	8	2	2	2	6
Fresh Fruit (x3)					

New children added to Nutrition program

Name	RKID	Grade	Program	Reason
S.K. (M)	0743	25-12-2009	Day care	<i>Mother works in a factory and the father often does not come home. The older sister (12 yrs) is left to look after him and she cannot attend class. So when S.K. comes to day care, his sister can also attend school.</i>

Children graduated from Nutrition program

Name	RKID	Grade	Reason

Food box supporting woman/family in community

Name	Item support	Location	Reason (keep continues)
1-S.L.	<i>House rental fee and Utilities expense \$37.5 for a month. They also have food at Family House.</i>	<i>Railway commune</i>	<i>Parent HIV case</i>
2- Y.S.	<i>\$40 for food a month and \$3.8 for utilities.</i>	<i>Psa Touch.</i>	<i>GRG trains at Hagar and has just returned from the Siam Reap province.</i>
3-P.S.	<i>40kg of rice, house rental, and electric fee totals \$37.5.</i>	<i>Railway II commune.</i>	<i>Rotha family at Compassion house</i>

Other activities

- Supported the Social team to prepare four packages of toothpaste, soap, and some clothes, for a follow-up case (family and Baby Belly).
- Assisted the Education team and volunteered to support the social work team to take children to the zoo.
- Assisted the Get Ready program to provide food boxes for GRB and GRG.
- Assisted Mr. Touch and Mr. Sengly in providing school uniforms and school supplies for 307 packages.

