

## Financial Report Jul 2012

### Reporting:

Staff in charge of report: Art Cheyrachana & Pheakdey.

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

### Highlights

- Received Income from Micro-Business sale product \$22.12
- Prepared cash ledger for transactions 001 to 060.
- Take Assets stickers to Assets' RW II and store at Family house.
- Finance staff hosted a GRG session, teaching participants about family cash flow. The purpose of this session was for participants to learn about their families' income and expenditure.
- On July 26<sup>th</sup>, a workshop was conducted for all the house mothers that are responsible for preparing snacks for the children. The purpose of the workshop was for house mothers to gain a understanding of how to prepare receipts and how to document all expenditures.
- Staff attended a workshop entitled *Taxation in Cambodia*, which the NGO previously applied for
- The micro-product and medicine inventory was checked.
- A financial report was prepared for Oxfam.

### Challenges

- If possible, could all coordinators that work with volunteers share information with finance staff. Surveys have shown families require an aid package. However, the finance staff have different opinions on how much it costs each family to spend their time with RK, averaging from less than \$2 to \$2.50.

### Evaluations

- None Due
- Yes, attached as \_\_\_\_\_ (file name)

### Next Month

*Please briefly describe activities planned for next month*

### Donations in Cash

Donor Name	Email	Date	Amount	Restricted	Notes
-CK		9-July-2012	\$500.00		Donation to Riverkids program
-Bayon Guide		26-July-2012	\$100.00		Donation for advocacy walk
-SK		27-July-2012	\$120.00		Donation for Survey Program

### Donations in Kind

Donor Name	Email	Date	Items	Value	Restricted	Notes
-CK		07-July-2012	-Rice 250Kg -100 cans of fish -2 cases of noodles -20 packets of salt -3 bottles of oil -1 case of tins of vegetables -60 bottles of fish sauce -1 large packet of Misure- a type of noodle -1 large packet of Chechhay-a type of dried food			

- **Other:**
- Delivery of school material and office supplies for education and community nurse. Prepare time sheet for staff and job descriptions for house mothers.
- Do spot check on expenditure.

## Requests

### Reporting:

Staff in charge of report: Khin Pheakdey

### 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

## Weekly Boarding

### Reporting:

Staff in charge of report: Neang Sokorn, Sophonie & Po San

### Highlights

- Host meetings with weekly boarder parents to get feedback on changes. The purpose of these meetings is for the site manager to learn more about each family; what happens to the children upon receipt of a homestay place the food they receive at the shelter, their past and present lives, whether the parents are still involved with caring for the children and/or there to offer advice?
- - House mothers have and boarder kids will have a monthly group discussion on “How to protect yourself safe from those that attempt to take advantage, and those that offer gifts, with negative/dangerous ulterior motives.
  - Teenagers and house mothers will attend an information session about breast cancer.
  - Thirteen boarder children, twelve students from the English classes, three staff and five volunteer will go to the Water Park.

## Challenges

### Evaluations

- None Due
- Yes, attached as \_\_\_\_\_ (file name)

### Next Month

*Please briefly describe activities planned for next month*

**Current children in Weekly Boarding**

Name	RKID	House	Progress
1. TC	152	Blum House	ID.152,155, 77 and 58 will visit their parents at Kom Pong Speur province during the school vocation.  ID. 307 will go to her family next month, as her sister has requested she attends to her sick father.
2. TC	155	Blum House	
3. CSN	056	Family house	
4. CSN	52	Family house	
5. CSN	77	Family house	
6. CK	58	Blum house	
7. CSP	0421	Family house	
8. CJ	547	Family house	
9. KN	017	Family house	
10. PS	307	Family house	
11. MSL	24	Family house	

**New or returned children in Weekly Boarding**

Name of child	RKID	House	Reason to admit	Expected Time	Notes
1.CL 2.CC  3.NS 4.NS 5.NS			<ul style="list-style-type: none"> <li>L and C study in grade class in Alexandra were absent for a few months as their mother now works in a factory at the Kan dal province. However, their mother came and asked them to stay at the shelter because she does not have the means to offer them support their schooling.</li> </ul>	Pilot scheme from July to December.	

			<ul style="list-style-type: none"> <li><i>S, S and S are siblings. Their mother is a participant in the training program "butterflies". The three of them have been in day care while their mother attended training. After completing the train began to work in a factory and no one was taking care of the children, meaning they were left to their own devices in the community. When Micro staff followed up on the family's progress, they saw no one was attending to the children, and so they requested that the three children attend the day care shelter again.</i></li> </ul>		<p><i>They are now in day care shelter and they receive three meals a day. The elder child is 5 years old and will attend kindergarten.</i></p>
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**Graduated children in Weekly Boarding**

Name of child	RKID	House	Reason to graduate	Notes

**Dropped out or absent children in weekly boarding (More than 30 days/1 month)**

Name of child	RKID	House	Reason to drop out	Notes

**Meals Enrollment**

	Alexandra				
	Week 1	Week 2	Week 3	Week 4	Week 5
Breakfast	129	135	132	11	
Lunch	18	18	23	11	
Dinner	14	13	19	9	
Morning Snack	6	6	6		
Afternoon Snack	97	95	87	11	
Fresh Fruit (x3)	6	6	6		

	Blum				
	Week 1	Week 2	Week 3	Week 4	Week 5
Breakfast	30	30	30	22	
Lunch	10	9	8	8	
Dinner	3	3	3	3	
Morning Snack					
Afternoon Snack	23	23	23	15	
Fresh Fruit (x3)					

	Compassion				
	Week 1	Week 2	Week 3	Week 4	Week 5
Breakfast	48	47	41	16	
Lunch					
Dinner					
Morning Snack	35	37	36	36	
Afternoon Snack					
Fresh Fruit (x3)					

	Kilomet Six				
	Week 1	Week 2	Week 3	Week 4	Week 5
Breakfast	28	28	25	8	
Lunch					
Dinner					
Morning Snack	11	11	9	6	
Afternoon Snack					
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 ( keep continues)
1-SL	Food (Lunch and dinner) \$25 a month from direct cash aid.	Compassion house	HIV case parent and child , SM's mother.
2- KY (K)	20kg of rice	20kg is provided when they attended class.  Rail way II commute	High risk ( father is a drug user and mother a trash collector )
3-PS	40kg of rice		R family at Compassion house

### Other activities

- Four house mothers have attended one to one first aid training for four days.