

Financial Report Jun 2012

Reporting:

Staff in charge of report: Art Cheyrachana and Pheakdey.

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

Highlights:

- Received loan return from Micro-business of \$333.00
- Received income from Micro-business - sale of T-shirts and palm leaf bracelets \$6.00
- Prepared accounting worksheet track record which follow Oxfam requirements, One Livelihood project has been approved.
- Set up new accounting system following Oxfam requirements.
- Completed finance voucher for expenditure transactions (001 to 098).
- Completed asset list and placed onto Riverkids assets.

Challenges:

- Assets list completed. There was a chair who always moved around and this made it hard to control.
- We have scheduled to close expenditure on the 25th of each month. However, our colleagues still submit cash advance during the period. That makes it difficult to control the transaction.

Evaluations:

None Due

Yes, attached as _____ (file name)

Next Month

Please briefly describe activities planned for next month.

- Check bike and sewing machine loan.
- Check inventory list of Riverkids.
- Conduct meeting with all the department to share information about cash advance and settlement, and do the schedule.
- Finish the accounting format for Oxfam.
- Record expenditure transactions.

Donations in cash:

Donor Name	Email	Date	Value	Notes
Ms.Ptog V. P. K.		22-June-2012	\$100	Visitor, came for advocacy walk.
United Nations		21-June-2012	\$10,000	For day care and weekly boarder project.

Donations in kind:

Donor Name	Email	Date	Items	Value	Restricted	Notes
Sublime			3 table cloths			
The Lord of Laundry			Children's clothes			
Evon and Volunteer		11 June 2012	1 Printer	new		
Janice and father			1 LCD projector			Item broken and they took it back.
Panhasastra (PUC)		19 June 2012	25 pillows 25 big clothes (Kronat) 7 small clothes			

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
Volunteer	accountant	July to Sept.	Finance assistant (Rachana)	Oxfam has approved One Livelihood project and they require RK do the accounting following their system.	

Requests for new training:

Training	Cost	Date By	Staff requesting	Reason	Notes

Weekly Boarding

Reporting:

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

Highlights:

- Provided underwear for 11 children in weekly boarder. The house mother is teaching them how to wear clothes. We reviewed shelter rules with the children and encouraged them to go school regularly.
- Followed up with 4 students (2 girls and 2 boys) in weekly boarder who were often absent from the state school. The house mother has followed up with them and assisted with their return to school. The children have been absent again. They like to play games at the family house more than school. We have passed on this information to the social worker follow up with them.
- Held meeting with children who we provide lunch and dinner to about good behavior.

Challenges:

Evaluations:

None Due

Yes, attached as _____ (file name)

Next Month:

Please briefly describe activities planned for next month:

- Meet with house mother that looks after weekly boarders and house mother that prepares food for children and share how to prepare recipes and healthy nutritious food.
- Meet with weekly boarders and kids that we provide lunch for at the shelter.

Current children in Weekly Boarding

Name	RKID	House	Progress
1. T C	152	Blum House	
2. T Ca	155	Blum House	
3. C S N	056	Family house	
4. C S Na	52	Family house	
5. C S Ng	77	Family house	
6. C K	58	Blum house	
7. C S P	0421	Family house	
8. C J	547	Family house	
9. K N	017	Family house	
10. P S	307	Family house	
11. M S L	24	Family house	

New or returned children in Weekly Boarding

Name of child	RKID	House	Reason to admit	Expected Time	Notes

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

Meal Enrollment:

	Alexandra				
	Week 1	Week 2	Week 3	Week 4	Week 5
Breakfast	121	113	106	118	
Lunch	18	19	18	18	
Dinner	14	15	15	14	
Morning Snack	3	3	3	3	
Afternoon Snack	93	108	111	107	
Fresh Fruit (x3)	3	3	3	3	

	Blum				
	Week 1	Week 2	Week 3	Week 4	Week 5
Breakfast	29	29	24	29	
Lunch	9	11	10	10	
Dinner	4	3	4	3	
Morning Snack					
Afternoon Snack	22	25	21	27	
Fresh Fruit (x3)					

	Compassion				
	Week 1	Week 2	Week 3	Week 4	Week 5
Breakfast	63	67	67	67	
Lunch					
Dinner					
Morning Snack	30	31	31	30	
Afternoon Snack					
Fresh Fruit (x3)					

	Kilomet Six				
	Week 1	Week 2	Week 3	Week 4	Week 5
Breakfast	23	22	22	25	
Lunch					
Dinner					
Morning Snack	17	15	15	15	
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 donated to women and children:

Name	Item support	Location	Reason (keep continues)
1-S L	Rice And 10\$ of food box	Deum Kveat commute	HIV case parent and children (one time a week) , S M's mother.
2-Y S	15kg of rice, Fish, Chicken, Pork, Vegetable, Noodle, Cans, Fresh, Ingredient	Psa Touch Commute	Total in cash \$31.50 for a month.
4- K Y (K)	20kg of rice	When kids attend class for a whole week RK provides 20kg for a month.	High risk(father used drugs and mother trash collector)

Other activities

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