

Financial

Reporting:

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

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

Highlights

- Income from Micro business sales: \$ 45.25. Prepared return loan voucher.
- Finished expenditure voucher for Alex and Doorstep project- Transaction Reference 001 to-056. Prepared the rice stock record and delivered school materials to four sites.
- Prepared and renewed asset list and cooperated with the auditor to check assets in all the difference sites.
- Developed log book to monitor Riverkids' property.

Challenges

- Each department doesn't have clear logistical plan for school materials and office supplies, hence, the team could not provide it on time
- The asset list we found had problems with the process (The equipments often move without informing the recorder so the Equipment location is different from the asset list)
- All the expenditures should have the document supporting it simultaneously (do not delay)

Evaluations

- None Due [...]
- Yes, attached as [File's Name: ...]

Next Month Finance and Stock

- Continue to do the asset list and the budgets plan.
- Finished the finance voucher from period according to the transaction.
- Finished draft of finance policy and submitted it to Director.

Donations in Cash

Donor Name	Email	Date	Amount	Restricted	Notes

This month no cash donation (other Income)

Donations in Kind

Donor /vol brings donations to PP Name	Email	Date	Items	Value	Restricted	Notes
Dr.Tan S. H. Alice	Siewhwey.tan@ Ri.edu.sg	25-May- 2012	-LaptopDELL2 -Inkjet PhotoPrinter 1 -Baby clothes1bag -Adult clothes(some) -Puzzles 4Box -pens1box -Building toy2box			
IFL – Student.		27-May- 2012	-Note books 21 -School uniform 18 -Skirt 16 -Eng Storybook 18 -Pens 58 -Paracetamol 2box -Loperamide- Hydrochloride2box -Kinal1box -Vitamin C 2Box -Alcol10bottle -Manodine 12bottle -Neo-Ephac1box -Lycolgen 2box			
<p>Other Activities:</p> <ul style="list-style-type: none"> • Coordinated staff meetings and workshop at Oxfam (to develop RK strategic plan) • Network workshop about Child Labor law. • Meeting with housemother about how to work effectively with weekly boarders (follow up observation and report). • Meeting with partner to discuss finance policy and garner the partner's input. 						

Requests

Reporting:

Staff in charge of report: _____

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 and Po San _____

Highlights

- 18 weekly boarders and orphaned kids went to visit the water park during the public holidays and were chaperoned by three of house mothers.
- House mothers have followed up on three weekly boarders who have skipped school for a few days to play e- games (we have this information thanks to their parents help).
- Prepared the hygienic food and reused more vegetables.
- We have provided second-hand school uniforms and school bags to weekly boarders, GRG and GRB after we receiving the donations from IFL student.

Challenges.

- Cannot achieve plan because have a heavy workload (Sophornie) prepared school material, food box for urgent cases and checked on weekly boarders.

- Some Children have displayed bad behavior (skipped school to play pc-game and ignored their house mothers) we need more support from counselors and their parents.

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. T.C.	152	Blum House	S.P. ID 297 after social worker work with his mother on his attitude(goes home late at night, can afford to buy things, skips school often to play pc-game) He now stays with his mother and we follow up.
2. T.C.	155	Blum House	
3. C.S.N.	056	Family house	
4. C.S.N.	52	Family house	
5. C.S.N.	77	Family house	
6. C.K.	58	Family house	
7. S.P.	297	Blum house	
8. C.S.P.	0421	Blum House	
9. C.J.	547	Family house	
10. K.K.	-017	Family house	
11. P.S.	307	Family house	
12. 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
1. P.R.	23	Family house	R's parents want their children to stay together because he now a job (contractor) and can get regular income hence, they rent a house for their whole family, and need not stay with relatives anymore.	R and her two brothers still getting support of three meals at Riverkids.
2. P.V.	243	Blum House		
3. P.D.	0367	Blum House		

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	142	139	134	128	125
Lunch	20	19	19	19	19
Dinner	13	13	15	13	12
Morning Snack	5	3	3	3	3
Afternoon Snack	87	98	98	99	97
Fresh Fruit (x3)	5	3	3	3	3

	Blum				
	Week 1	Week 2	Week 3	Week 4	Week 5
Breakfast	30	27	22	37	34
Lunch	11	10	14	10	12
Dinner	7	5		6	6
Morning Snack					
Afternoon Snack	24	26	15	24	25
Fresh Fruit (x3)					

	Compassion				
	Week 1	Week 2	Week 3	Week 4	Week 5
Breakfast	47	45	49	47	48
Lunch					
Dinner					
Morning Snack					
Afternoon Snack	36	35	36	36	37
Fresh Fruit (x3)					

	Kilomet Six				
	Week 1	Week 2	Week 3	Week 4	Week 5
Breakfast	22	24	22	27	26
Lunch					
Dinner					
Morning Snack					
Afternoon Snack	10	9	9	8	8

Fresh Fruit (x3)					
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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)
S.B.	15kg of rice	S. B. is from grade class, we provide support to his parents depending on his attendance.	(HIV Case) <i>in progress</i>
C.R.K.	15kg of rice	When he attends The class for a whole week, RK will provide 20kg for a month.	High risk (father is drug addicted and mother is a trash collector) <i>in progress.</i>
Y.S.	15kg of rice	Fish soy Sugar Sal Dry Fish Vegetable Oil Garlic.etc	<i>Emergency response when she attended the seminar at FRIEND and the supplies from OXFAM had finished</i>