

Financial Report February 2012

Reporting:

Staff in charge of report: Art Cheyrachana

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

Highlights

- Prepared the expense vouchers that relate to Doorstep and Alex budget.
- Prepared and check finance vouchers and financial report submitted to Oxfam.
- Received loan settlement from Savda.

- **Challenges**

- Documents supports are completed.

Evaluations

None due [...]

Yes, attached as [File's Name: ...]

Next Month Finance and Stock

- Review cash advance and settlement schedule.
- Review request form (stationary and school uniforms).

Plan to meet each department to review package payment.

Donations in Cash

Donor Name	Email	Date	Amount	Restricted	Notes
-Rosemary		24-Feb-12	30.00 USD	Donated for Riverkids Project	Advocacy walk
-Ms.Evon		24-Feb-12	300.00 USD	Donated for Riverkids Project	For Julina family

Donations in Kind

Donor Name	Email	Date	Items	Value	Restricted	Notes
Oxfam		22-Feb-12	- 2 blue Desk Chairs -A Desktop computer			

<p>-Mr.Wong</p>		<p>27-Feb-12</p>	<p>-a Garbage bin -a Water Filter -an Office Desk -a Computer Desk -Office supplies(file holders and binders) -19 boxes of Puzzles -170 Toys +2 cases -6 Blankets -4 Towels -3 Pillowcases -2 Bed sheets -382 Books -151boxes of Pencils -322 Erasers -29 Plain ring book -78 Sharpeners -143 Pens -86 Rulers -3box of color pencils -1box of Art box kit -5 Plastic boxes -21 Tooth brushes -90 Body wash -140 Bags -40 body Lotions -9 cases of Adults Clothes -25 Balls -Ceng cish story book 2cases -10pairs of Shoes -1 Valise -10 Baby bottles -9 Bottles</p>			
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-World BANK		28-Feb- 12	<ul style="list-style-type: none"> - 3 Glasses -118 Plastic Glasses -4 Baby plates -1 Set of dishes -1 Body part -16 Plastic spoons -3 Plastic forks -1 Book to make picture (Origami) -1 box of Domino -5 Counting books -5 Quantitative -1box of Reasoning -1box of Discovery -2box of Modeling clay -3 Paint brushes -17 Computer Desktop (No CPU) -2 Printers 			
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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
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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

- Had a group discussion with weekly boarders to review shelter rules (time in and out, how to take care of their shoes, body clean and hygiene).
- Had BBQ with SIA group.
- Birthday celebration for weekly boarders.

Challenges.

- It is hard to manage students who come and leave irregularly

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	<i>After dinner, ID. 296 always runs and watches TV at Blum neighbor ID.056 and 52 do not listen to the housemother. ID.243&23 do not take care of his/her shoes.</i>
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. V. S. n.	296	Blum house	
8. S. P.	297	Family house	
9. P. R.	23	Blum House	
10. P. V.	243	Family house	
11. P. D.	0367	Blum House	
12. C. S. P.	0421	Blum House	
13. C. J.	547	Family house	
14. K. K.	-017	Family house	
15. P. S.	307	Family house 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

Meals Enrollment

	Alexandra				
	Week 1	Week 2	Week 3	Week 4	Week 5
Breakfast	130	128	154	131	
Lunch	24	24	24	24	
Dinner	13	13	12	13	
Morning Snack	25	23	38	26	
Afternoon Snack	99	89	79	113	
Fresh Fruit (x3)	25	23	38	26	

	Blum				
	Week 1	Week 2	Week 3	Week 4	Week 5
Breakfast	53	41	39	39	
Lunch	13	14	13	13	
Dinner	9	9	8	8	
Morning Snack					
Afternoon Snack	10	25	30	28	
Fresh Fruit (x3)					

	Compassion				
	Week 1	Week 2	Week 3	Week 4	Week 5
Breakfast	52	52	52	52	
Lunch					
Dinner					
Morning Snack		21		21	
Afternoon Snack	31	31	32	32	
Fresh Fruit (x3)	21	21	21	21	

	Kilomet Six				
	Week 1	Week 2	Week 3	Week 4	Week 5
Breakfast	27	23	26	23	
Lunch					
Dinner					
Morning Snack					
Afternoon Snack	16	15	16	14	
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)
3-S. B.	20 kg of rice	S. b. is in grade class, we support his parents depending on his attendance.	(HIV Case)
4- C. R.(Ki)	20kg 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)

Other activities

- All the house mothers have attended charter assessments for three days.
- Reviewed job description to all the house mothers.
- Done spot check once a month for every house.(cleaning supplies, school supplies,

buildings, and snack that is provided to kids.)