

COMMUNITY SELF RELIANCE CENTER (CSRC)
SIDHUPALCHOWK DISTRICT, NEPAL

**AUDITOR'S REPORT
&
ANNUAL ACCOUNTS
2071-072**

Submitted By

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Chartered Accountants
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August 2015

Nava Raj Thapaliya & Associates

Chartered Accountants

ICAN Membership No. 267

ICAN COP No. 230

24 August 2015

Mr. Dr. Suresh Dhakal
Chairperson
Community Self Reliance Center (CSRC)
Sindhupalchowk District, Nepal.

Sub: Auditor's Report Financial Year : 2071-072

Dear Mr. Dhakal

We are pleased to inform you that we have completed the annual audit of CSRC. We have the pleasure in submitting required hard copies of Independent Auditor's Report.

This report presents results of our financial audit of annual accounts of CSRC for the year ended on 31 Ashad 2072. Audit was conducted during last week of July 2015 throughout the first week of August 2015.

We would like to thank you and all personnel of CSRC for the cooperation extended during the course of audit.

Thanking you,

Yours sincerely




CA. Nava Raj Thapaliya

**COMMUNITY SELF RELIANCE CENTER (CSRC)
SIDHUPALCHOWK DISTRICT, NEPAL**

AUDITOR'S REPORT: 2071-072

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**COMMUNITY SELF RELIANCE CENTER (CSRC)
SIDHUPALCHOWK DISTRICT, NEPAL**

1. BACKGROUND

Community Self Reliance Centre (CSRC) registered as a non-for-profit making Non-Government Organization (NGO) institution in 1993. Its registered office is located in Sidhupalchowk District of Nepal. Liaison office is located at Dhapasi, Kathmandu Nepal. CSRC has basically focused on land rights movement for landless farmers etc. Its activities are being undertaken at different locations covering 53 districts. CSRC has five resource centers. It also operates through four resource organizations for implementing activities in the field. It mobilizes fund from different donor organization for the purpose of implementing activities as well.

As a part of its statutory requirement, CSRC has appointed **Nava Raj Thapaliya & Associates**, Chartered Accountants to audit the annual accounts of CSRC for the financial year 2071-072.

2. AUDIT OBJECTIVES AND SCOPE

Our audit was principally conducted in accordance with generally accepted auditing standards. Those standards require that we plan and perform our audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

2.1 OBJECTIVES

Objective of our audit has been to come up with auditor's opinions on the annual accounts particularly in areas whether it presents a true and fair picture of revenue and expenditures including project activities and its financial position at the given date in accordance with generally accepted accounting principles.

2.2 AUDIT SCOPE

The scope of audit has been the followings:

- a. Audit of annual accounts included an examination of information supporting the accounts and explanatory notes to annual accounts. These included:
 - i. Establishing whether proper accounting records have been maintained by the organization.
 - ii. Reviewing the principles for financial accounting, which were followed when compiling the financial statement.
 - iii. Evaluating overall presentation of information in the financial statements.
 - iv. Verifying the balance sheet items and statement of income and expenditure, project expenditures fund received and utilization thereof for project activities under specific agreement.
 - v. Testing the transactions and the existence, ownership and valuation of assets and liabilities.
 - vi. Obtaining an understanding of the accounting and internal financial control systems to the extent necessary in order to consider their suitability as a basis for the preparation of financial statements.



b. Compliance

Testing that CSRC has complied with conditions of contracts and local laws and regulations

c. Scope also includes holding meetings with officials of CSRC for necessary information, explanations, clarification and responses on our findings.

We conducted our audit of annual accounts in accordance with generally accepted auditing standards and accordingly included such tests on CSRC's financial data, records, examination of evidence supporting legitimacy of expenditures, disclosure in financial statement, assessing accounting principles used, significant estimates/calculation made as well as evaluating overall presentation of the financial statement in accordance with generally accepted accounting standards, and other general auditing procedures which we consider appropriate in order to satisfy our objectives.

Annual accounts were drawn up under the responsibility of CSRC's management.

2.3 AUDIT RESULTS

Opinion on the financial statements

Our audit opinion is given in page 3.

Administrative organisation and system of internal control

We have also carried out the assessment of system of internal control and administrative organization. During the course of the annual audit, we have not come across any significant issues relating to administrative organization and internal controls which have the effect on preparation and presentation of financial statement. However, we noted few reportable conditions which have been reported in our Management Letter. Management letter with our findings of reportable conditions along with management responses has been issued separately to the management of CSRC on even date of this report.

Management has principally agreed to our findings and recommendations set out in the management letter.

Compliance

Our test for compliance with agreement terms, laws and regulation of sampled transactions and records of CSRC indicated that for the term tested, CSRC has principally complied with those provisions of agreement terms as well as applicable laws and regulations for the financial year.

2.4 ACKNOWLEDGEMENT

We take this opportunity to thank all personnel of CSRC for the cooperation extended during the course of our audit.



Auditor's Report to General Members of Community Self Reliance Center (CSRC)

Introduction

We have audited the attached Balance Sheet of CSRC, Nepal as at 31 Ashad, 2072 (corresponding to 16 July, 2015) and Income and Expenditure Statement for the financial year ended on that date with the relevant books and records. These financial statements are the responsibility of the management of CSRC and our responsibility is to express an opinion on these financial statements based on our audit.

Scope

The audit was conducted in accordance with generally accepted auditing standards and these standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining on test basis, evidence supporting the amounts and disclosure in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

Opinion

In our opinion and to the best of our knowledge and according to the explanations given to us, the Balance Sheet and the Income and Expenditure Statement read with Notes to Account thereon give, in all material respects, a true and fair view of the state of affair of the organization as at 31 Ashad, 2072 (16 July, 2015) and of the operational result for the financial year ended on that date.

To the best of our knowledge & belief and accordingly to the explanation given and based on our audit, we are of view that the activities carried out are found to be within the objective of CSRC. To the best of our information, belief and explanation given to us, we further report that CSRC has complied generally with the provisions of Income-tax Act relating to withholding tax.

Date: 24 August 2015

Place: Kathmandu, Nepal



[Signature]

CA. Nava Raj Thapaliya

Community Self Reliance Center (CSRC)

Balance Sheet

As at 31 Ashad 2072 (16 July 2015)

Amount in Rs.


S.No	Assets	Sch	Current Year	Previous Year
1	Fixed Assets	1	23,575,905.00	11,884,286.00
1.1	General		14,082,893.00	8,358,358.00
1.2	Project Funded		1,688,922.00	1,182,412.00
1.3	Basket Funded		7,623,583.00	2,112,844.00
1.4	Donation in Kind		180,507.00	230,672.00
2	Investment	2	5,175,000.00	4,200,000.00
3	Current Assets:		31,024,956.32	23,443,683.65
3.1	Program & Other Advances	3	14,016,037.25	4,189,814.20
3.2	Inventory	4	-	-
3.3	Cash and Bank Balances	5	17,008,919.07	19,253,869.45
	Total Assets		59,775,861.32	39,527,969.65
S.No	Liabilities	Sch	Current Year	Previous Year
1	Surplus & Reserves		28,764,474.48	22,143,477.21
1.1	Surplus 18,617,549.21			13,697,080.94
1.2	Prior period adjustment (1,680,351.71)			100,000.00
1.3	Addition during the year 2,334,264.98			4,820,468.27
	Total Surplus 19,271,462.48			18,617,549.21
1.4	Capital Reserves (Project Assets Fund) 1,688,922.00	6.1		1,182,412.00
1.5	Capital Reserves (Basket Fund Assets) 7,623,583.00	6.2		2,112,844.00
1.6	Capital Reserves (Donation in Kind Assets) 180,507.00	6.3		230,672.00
	Total Reserves 9,493,012.00			3,525,928.00
2	Funds:		29,521,783.84	16,783,991.76
2.1	Restricted Fund Balance	6.4	24,190,225.65	10,801,859.00
2.2	Basket Fund Balance	6.5	3,077,624.94	3,982,415.56
2.3	Gratuity Fund Balance	6.6	2,253,933.25	1,999,717.20
3	Long Term Loan-Secured		-	-
4	Current Liabilities & Provisions		1,489,603.00	600,500.68
	Creditors & Payables Central	7	1,489,603.00	600,500.68
	Total Liabilities		59,775,861.32	39,527,969.65

Notes to Financial Statements

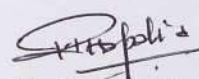
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Schedules 1-12 form integral part of Financial Statement


As per our report of even date

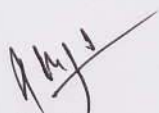

Hari Prasad Pudasaini
Treasurer



Dr. Suresh Dhakal
Chairperson


CA. Nava Raj Thapaliya
Nava Raj Thapaliya & Associates
Chartered Accountants




Geeta Pandit
Sr. Admin & Finance Officer


Jagat Deuja
Executive Director


Executive Committee Members:

Community Self Reliance Centre (CSRC)

Income & Expenditure Statement

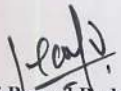
For the period from 1 Shrawan 2071 to 31 Ashad 2072 (Corresponding to 17 July 2014 to 16 July 2015)

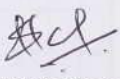
Amount in Rs.

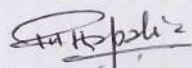
Income	Sch	Current Year	Previous Year
Restricted Grant Received	8	27,951,794.75	13,006,438.00
Basket Fund	9	58,104,414.55	42,497,193.88
General Income	10	2,659,297.98	5,240,878.77
Total Income (A)		88,715,507.28	60,744,510.65
Expenditure			
Office General Expenses	11	325,033.00	420,410.50
Project/Program Expenditure:			
Restricted Program Activities	8	27,951,794.75	13,006,438.00
Basket Fund Activities	9	58,104,414.55	42,497,193.88
Total Expenditure (B)		86,381,242.30	55,924,042.38
Excess of Income over Expenditure (A-B)		2,334,264.98	4,820,468.27
Appropriation Account			
Appropriation to			
Fixed Assets Fund		-	-
Special Program		-	-
General Fund		2,334,264.98	4,820,468.27
Surplus balance transferred to Balance Sheet		2,334,264.98	4,820,468.27

Notes related to Periodic Financial Statements 12
Schedules 1-12 form integral part of Financial Statements

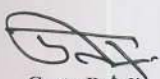
As per our report of even date

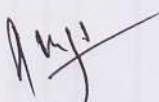

Hari Prasad Pudasaini
Treasurer


Dr. Suresh Dhakal
Chairperson


CA . Nava Raj Thapaliya
Nava Raj Thapaliya & Associates
Chartered Accountants

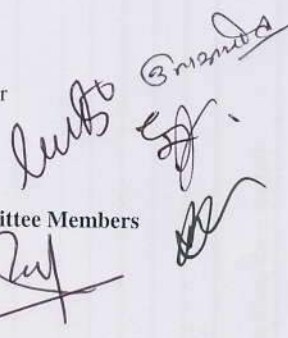



Geeta Pandit
Sr. Admin. & Finance Officer


Jagat Deuja
Executive Director

Executive Committee Members





Community Self Reliance Centre (CSRC)

Schedule-1

Fixed Assets (General)

Fiscal Year : 2071/72 (2014-15)

General Fund Assets

Descriptions	Land	Building	Vehicles	Equipments	Furniture	Total
As on 01/04/071	4,800,000.00	3,514,429.00	28,875.00	3,354.00	11,700.00	8,358,358.00
Additions/Adjustment	5,908,625.00					5,908,625.00
Write off (Disposal)/Sales	-	-	-	-	-	-
As on 31/03/2072	10,708,625.00	3,514,429.00	28,875.00	3,354.00	11,700.00	14,266,983.00
Dep.. Rate	-	5%	20%	25%	15%	
Depreciation	-	175,721.00	5,775.00	839.00	1,755.00	184,090.00
Net Value on 31/03/2072	10,708,625.00	3,338,708.00	23,100.00	2,515.00	9,945.00	14,082,893.00
Total General Assets	10,708,625.00	3,338,708.00	23,100.00	2,515.00	9,945.00	14,082,893.00

Project funded Assets (contra for capital reserve)

As on 01/04/2071	-	-	-	758,271.00	424,141.00	1,182,412.00
Additions this year	-	-	-	888,603.00	44,068.00	932,671.00
Additions this year (ILC)	-	-	-	-	-	-
Additions this year (Oxfam)	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
As on 31/03/2072	-	-	-	1,646,874.00	468,209.00	2,115,083.00
Dep.. Rate	-	5%	20%	25%	15%	
Depreciation	-	-	-	359,921.00	66,240.00	426,161.00
Net Value on 31/03/2072	-	-	-	1,286,953.00	401,969.00	1,688,922.00

Basket Fund Assets (Capital Reserve Fund)

As on 01/04/2071	-	587,957.00	939,972.00	394,245.00	190,670.00	2,112,844.00
Addition this year	-	-	4,751,900.00	1,476,930.00	277,490.00	6,506,320.00
Disposals	-	-	-	-	-	-
As on 31/03/2072	-	587,957.00	5,691,872.00	1,871,175.00	468,160.00	8,619,164.00
Dep.. Rate	-	5%	20%	25%	15%	
Depreciation	-	29,398.00	525,324.00	383,302.00	57,557.00	995,581.00
Net Value on 31/03/2072	-	558,559.00	5,166,548.00	1,487,873.00	410,603.00	7,623,583.00

Fixed Assets (Donation in Kind- Care Nepal):

As on 01/04/2071	-	-	150,078.00	80,594.00	-	230,672.00
Addition this year	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
As on 31/02/2072	-	-	150,078.00	80,594.00	-	230,672.00
Dep.. Rate	-	5%	20%	25%	15%	
Depreciation	-	-	30,016.00	20,149.00	-	50,165.00
Net Value on 31/03/2072	-	-	120,062.00	60,445.00	-	180,507.00

Total Assets	10,708,625.00	3,897,267.00	5,189,648.00	2,727,340.00	822,518.00	23,575,905.00
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Community Self Reliance Center (CSRC)
As at 31 Ashad 2072 (16 July 2015)
Schedules forming part of the Financial Statement

Investment

Schedule-2

S.N.	Particulars	Current Year	Previous Year
1	Share Investment (Everest Himalayan Agro Pvt. Ltd)	5,175,000.00	4,200,000.00
Total		5,175,000.00	4,200,000.00

Advances & Receivables

Schedule-3

S.N.	Particulars	Current Year	Previous Year
A	Project Advances		
1	Strategic Partner's Fund (Basket Fund)	210,468.00	1,567,761.00
2	ILC	-	580,000.00
3	LWF	109,561.00	42,336.00
4	Action aid Nepal (Emergency Fund)	10,142,000.00	
5	Care Nepal (Emergency Fund)	125,000.00	
6	Others Various Project	531,000.00	
7	Oxfam-NPLB-11	644,075.00	
B	General Advances	-	-
C	Citizen Investment Trust (Gratuity Fund)	2,253,933.25	1,999,717.20
Total		14,016,037.25	4,189,814.20

Inventory

Schedule-4

S.N.	Particulars	Current Year	Previous Year
		-	-

Cash & Bank Balance

Schedule-5

A	Project Related Balances	Current Year	Previous Year
1	Nepal Investment Bank Saving 0014140240 (SP's Fund)	3,032,599.94	2,204,687.56
2	Kumari Bank Limited 16734047 (National Land Policy)	-	121,308.68
3	Kumari Bank Limited 16734028 (Oxfam-NPLA)	350,003.51	1,204,300.00
4	Nepal Investment Bank-LWF	16,472.31	535,523.00
5	Nepal Investment Bank-NIB Emergency Fund	12,307,972.97	
6	NABIL Bank Limited (ILC Fund) A/C 0110015067401	1,054,996.86	8,898,391.00
Sub-total		16,762,045.59	12,964,210.24
B	General Balances (Core Fund)		
1	Nepal Investment Bank (00101010034495)	216,037.48	6,262,109.21
Sub-total		216,037.48	6,262,109.21
C	Cash balance		
1	Strategic Partners' Fund (Basket Fund)	21,557.00	20,000.00
2	Oxfam-NPLA 91	1,279.00	
D	General Balances (Core Fund)		
1	Central -CSRC	8,000.00	
Sub-total		30,836.00	27,550.00
Grand total		17,008,919.07	19,253,869.45

CSRC
आत्मनिर्भर केन्द्र

KATHMANU
19,253,869.45

Community Self Reliance Center (CSRC)

Statement of Account of Donor Related Activities

Fiscal Year : 2071/72

Schedule: 8

Particulars	ILC	National Land Policy	Action aid Nepal (Emergency Fund)	Care Nepal (Emergency Fund)	World Jewish Relief	Oxfam-NPLA 91	Oxfam-NPLB 11 & 08	ILC-1306	ILC-1403 (NES)	LWF	HelpAge International	Others Various Project	Total
Opening Balance of Fund (F.Y. 2070/71)	1,635,093.55	121,309.00	-	-	-	1,204,300.00	-	(570,006.25)	7,833,303.70	577,859.00	-	-	10,801,859.00
Fund Received	-	-	22,529,038.00	1,345,000.00	5,619,598.25	3,716,376.00	4,009,417.00	570,006.25	-	2,093,191.00	493,988.00	2,600,541.46	42,977,155.96
Interest Income	-	-	10,854.87	1,309.60	-	-	3,751.51	-	90,881.16	2,705.31	-	9,905.54	119,407.00
(A) Total	1,635,093.55	121,309.00	22,539,892.87	1,346,309.60	5,619,598.25	4,920,676.00	4,013,168.51	-	7,924,184.86	2,673,755.31	493,988.00	2,610,447.00	53,898,422.95

(B) Application of Fund	-	-	723,992.00	1,111,144.00	5,372,745.00	4,569,583.00	3,412,975.00	-	7,904,842.00	2,560,132.00	493,988.00	1,802,993.75	27,951,794.75
Interest Transfer to Core Fund	-	-	-	-	-	-	-	-	-	-	-	-	-
Prior period adjustment	-	-	-	-	-	-	-	-	-	-	-	-	-
Fund Balance Transfer to Core Fund	1,635,093.55	121,309.00	-	-	-	-	-	-	-	-	-	-	-
Fund Return to Donor	-	-	8.1	8.2	8.3	8.4	8.5	-	8.6	8.7	8.8	8.9	-
Schedule	-	-	-	-	-	-	-	-	-	-	-	-	-

Balance of Fund (A-B)	-	(0.00)	21,815,900.87	235,165.60	246,853.25	351,093.00	600,193.51	-	19,342.86	113,623.31	-	808,053.25	24,190,225.65
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Represented By:													Amount in Rs.
Cash in Hand													1,279.00
Bank Balance - Kumari Bank Ltd. (Oxfam)													350,003.51
Advance													11,551,636.00
Bank Balance - NIB Bank			10,142,000.00	125,000.00						109,561.00			12,307,972.97
Bank Balance - NABIL Bank Ltd. (ILC Fund)			11,673,900.87	110,165.60	246,853.25				1,054,996.86				1,054,996.86
Bank Balance - NIB Bank (LWF)										16,472.31			16,472.31
Liabilities										(12,410.00)			(1,092,135.00)
Total	-	-	21,815,900.87	235,165.60	246,853.25	351,093.00	600,193.51	-	19,342.86	113,623.31	-	808,053.25	24,190,225.65

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Schedule 8.1

Program Cost	Expenditure
Direct Project Cost	
Volunteers-4 No's for Women and Children Support	80,280.00
Social/ Community Mobilizer-8	134,700.00
Project Management Cost	
Communications	1,600.00
Partner Office management (rent, utilities, new office setting, materials etc.)	350,075.00
Local ongoing monitoring travel and transportation for Partner	108,021.00
Livelihood recovery support	
Transportation Cost	4,000.00
Women Protection Centre	
Support to community initiation-prayer for the departed soul by earthquake	24,993.00
Participatory Monitoring and Evaluation	
Transparency and Accountability Board	2,441.00
Project Management Cost Emergency Res programme	
Staffs Travel (DSA) Cost	17,882.00
Total Expenditure	723,992.00

Schedule 8.2

Programme Cost	Expenditure
A. Programme Cost:	
Programme Cost	
Seed Support Plus Transportation	433,229.00
Staff orientation	18,913.00
Review and reflection meeting	1,579.00
Programme as per needs	2,950.00
Programme Support Cost	
program Coordinator	86,100.00
Food Security and livelihood Officer	55,200.00
Food Security Technician	10,000.00
Junior Technical Assistant (JTA)	22,500.00
Social Mobilizer (One for each VDC for Four VDC)	39,000.00
Hygiene Promoter	10,667.00
Community Mobilize	31,000.00
Shelter Technician	43,000.00
Program Assistant	35,833.00
Office Assistant	6,400.00
Cost of volunteers Mobilization during assessment & distribution	1,000.00
Operation cost	
Office rent	16,800.00
Office utilities (Gas, Electricity, Water, office cleaning materials)	2,920.00
Communication and internet cost	40,200.00
Stationeries	11,158.00
DSA	6,800.00
Travel/Transportation cost	56,410.00
Tea/office (sugar, tea bag, milk)	610.00
New Office Set up & Management Cost	178,375.00
Bank Charge	500.00
Total Expenditure	1,111,144.00



For CSRIC Lumbini, Bannu & Ghorahi

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
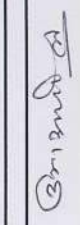

Expenditure Details (World Jewish Relief- Emergency Fund)

Schedule 8.3	
Expenditure Details (World Jewish Relief- Emergency Fund)	Expenditure
A. Programme Cost:	
Indirect Costs	
Staff Transportation & DSA	25,928.00
Communication & Stationery	7,755.00
Direct Costs	
Galvanized Zinc Sheets	4,972,806.00
Nail for roof sheets, galvanized with rubber washer, umbrella type	36,443.00
Nail for wood small & large	48,590.00
Shelter tool kit (handsaw, timber, 550mm wooden handle, claw hammer	110,069.00
Transportation cost	29,185.00
Over head cost and other office Management	141,969.00
Total Expenditure	5,372,745.00

Schedule 8.4	
Expenditure Details (Oxfam)	Expenditure
A. Programme Cost:	
Human Resource	
Campaign Officer	391,950.00
Staff Accidental Insurance	1,475.00
Travel and Admin Cost	
Per Diems	169,863.00
Communication	10,047.00
Result 1	
Visibility Actions	32,205.00
Result 2	
Training for Target Group & Social Accountability	559,048.00
Multi Stakeholders Dialogue District Level	202,824.00
Developing Linkages with Advocacy Organizations	12,656.00
Result 3	
Production and Use of charter of demands	47,730.00
National Assembly of Target groups	1,211,877.00
Lobby Meetings with NPC- Ministry of Agriculture	13,000.00
Media Mobilization	262,036.00
South Asia Regional Farmers Assembly	
Development of Assembly Proceedings	1,560,297.00
Total Expenditure	4,569,583.00

Schedule 8.5	
Expenditure Details (Oxfam)	Expenditure
A. Programme Cost:	
Admin and Personal Cost	
Staff Costs (Salary and Benefits)	1,411,836.00
Office Running Cost	750,080.00
Equipment CLR	318,820.00
Program Cost	
Monitoring and Evaluation	78,616.00
Equitable and representative community land and resource governance structures in place	484,246.00
Community land and resources mapped in 20 target communities in Nepal	166,493.00
Conflict resolution and boundaries harmonized in at least 20 communities	12,525.00
Women Travelling Journal	190,109.00
Office Running Costs	
Other Office Expenses	250.00
Total Expenditure	3,412,975.00



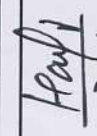

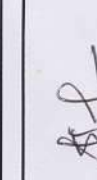
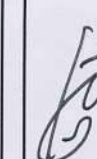
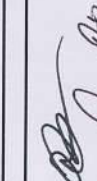
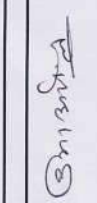
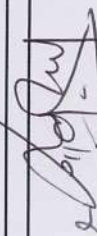




Program Cost	Schedule 8.6 Expenditure
CSRC- Community Mobilization and Campaign	1,360,460.00
MODE Common Property Regimes and Poor	1,747,686.00
ABHIYAN- Women's Access to Land and Livelihood	2,536,519.00
CDS- Impact Study on Joint Land Ownership	931,186.00
COLARP- Action Research on Pro-Poor Land Government	1,328,991.00
Total Expenditure	7,994,842.00

Program Cost	Schedule 8.7 Expenditure
Salary and Benefits	327,428.00
Program officer	132,000.00
Office Secretary (DLRF)	39,078.00
Festival Benefit	1,475.00
Staff Insurance	29,229.00
Travel and Transport Cost	72,203.00
3% Overhead cost	
Program Cost	148,211.00
Strengthening of DLRF Lalipur	291,700.00
Mobilization of Land Rights Workers	149,536.00
Training on Joint Land ownership Campaign	12,016.00
Stakeholder discussion in VDC level	228,183.00
Support to make joint land ownership	225,000.00
A Study on Household economy through women	111,755.00
Publication of Promotional Materials	135,270.00
Consultation Meeting with Ministry of Land Reform	371,412.00
Workshop on Women Access to Land	148,000.00
District Coordinator	64,003.00
Hoarding Board in Public Places	7,800.00
Monitoring and Evaluation	5,833.00
Review and Reflection	60,000.00
Monitoring Visit	
Equipment	
Total Expenditure	2,560,132.00

Program Cost	Schedule 8.8 Expenditure
HelpAge International Nepal	12,177.00
Monitoring & Evaluation Cost	4,225.00
Review meeting at community level	
Travel cost	
Staff/Volunteer Cost	251,000.00
Volunteer mobilization	60,000.00
Field Coordinator	40,000.00
Assistant	21,855.00
General & Admin Cost	75,000.00
Transportation	9,929.00
Vehicle hiring	7,656.00
Stationery	4,751.00
Printing & Photocopies	7,395.00
Communication	
Meeting	
Total Expenditure	493,988.00



Program Cost	Expenditure
Bank Charge	7,520.75
Relief support	
Sleeping Bags	54,200.00
Rescue effort	50,000.00
Purchase of Blankets	336,483.00
Transportation charge	120,905.00
Banner	1,150.00
Communication	345.00
Food, Snacks & Other night cost	49,211.00
Community Radio Mobilization	50,000.00
Zinc Plate & Other Materials Support	179,350.00
Treatment Support	10,000.00
T-Shirt Printing cost	53,675.00
Tarpolin	
Khotang District	
Okhaldunga District	
Support for construction	
Sanjeev Badal	671,096.00
	116,498.00
Total Expenditure	101,960.00
	1,802,393.75

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Community Self Reliance Center (CSRC)
Statement of Account of Strategic Partners (Basket Fund)
Fiscal Year : 2071/72

Schedule: 9

Particulars	Governance Facility	AAN	LWF	Care Nepal	OXFAM	VSO	Other Income	Total
Opening Balance	7,583,691.00	(371,045.40)	-	(3,336,627.62)	-	(20,501.00)	126,898.58	3,982,415.56
Fund Received	35,120,754.00	6,135,000.00	400,000.00	13,238,727.60	500,000.00	20,401.00	1,500,000.00	56,914,882.60
Interest Received	-	-	-	-	-	-	284,741.33	284,741.33
Contribution from core account	-	-	-	-	-	-	-	-
Total	42,704,445.00	5,763,954.60	400,000.00	9,902,099.98	500,000.00	(100.00)	1,911,639.91	61,182,039.49

Apporportioned Ratios	68.57%	9.95%	0.69%	17.04%	0.86%	0.00%	2.89%	100.00%
Expenditures Incurred (apportion)	39,841,084.57	5,780,878.00	400,000.00	9,902,099.98	500,000.00	-	1,680,352.00	58,104,414.55
Fund Return to Donor	-	-	-	-	-	-	-	-
Refer Schedule 9.1 for detail								

Balance of Fund (Cr) Project	2,863,360.43	(16,923.40)	-	-	-	(100.00)	231,287.91	3,077,624.94
Represented by:								
Cash Balance								21,557.00
Bank Balances								3,032,599.94
Advance								210,468.00
Payable								(187,000.00)
Total								3,077,624.94

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Basket fund Expenditures

Schedule 9.1

A. Programme Cost:	Budget (Rs.)	Amount (Rs.)
(A.1) Output-1 : Land rights Forums (LRF) are institutionally strengthened and capacitated to independently manage and led this movement at the local and national levels.	39,383,930.00	34,284,889.14
(A.2) Output-2 : Land rights forums and CSRC play a critical and constructive role in influencing the formulation and implementation of land and agrarian reform policies and laws.	1,545,183.00	1,610,642.00
(A.3) Output-3: Women's right on land ownership are strengthened	3,033,269.00	1,618,319.00
(A.4) Output-4 : CSRC's governance systems, structures and human resource are strengthened and effectively mobilized.	8,690,757.00	6,178,374.00
B. Operation Cost:		
(B.1) Staff Cost : (Staff Benefits, Salary, DSA , Travel and Accommodation)	8,102,884.00	7,398,404.00
(B.2) Office Running Cost : (Rent, Office Transportation, Office expenses, Repair & Maintenance, Utilities & Communication)	1,441,974.00	1,323,896.41
(B.3) Monitoring Evaluation & Audit : (Internal Audit, Periodic Monitoring Visit, Quarterly PRRP)	446,480.00	446,180.00
(B.4) Capital Cost : (Vehicle, Computer, Intercom, Furniture, Photocopy)	4,824,070.00	5,243,710.00
Total Expenditure	67,468,547.00	58,104,414.55



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Community Self Reliance Center (CSRC)
As at 31 Ashad 2072 (16 July 2015)
Schedules forming part of the Financial Statement

General Income

Schedule-10

S.N.	Particulars	Current Year	Previous Year
A	Income from overhead charged on project:	-	177,841.00
1	Income From ILC Overhead	-	177,841.00
B	Income from completed projects (Non refundable fund balances)	2,286,473.23	2,328,840.00
1	Income From Completed Project	1,756,402.23	-
2	Income From LWF	-	850,000.00
3	Income From Asian NGO Coalition	491,733.00	-
4	Income From VSO	38,338.00	-
5	Income From International Initiatives Conference	-	1,478,840.00
C	Income from projects services	166,500.00	142,413.00
1	Income From Personal Support	99,000.00	85,000.00
2	Income From Vehicle	67,500.00	-
3	Income From IDS (International Prize)	-	57,413.00
D	Membership fees	9,200.00	7,550.00
1	Income From Membership Renewal Fee	8,750.00	7,250.00
2	Income From Membership Entrance Fee	450.00	300.00
E	Income from Bank interest on deposit	59,323.00	541,666.77
1	Income From Bank Interest on deposit	59,323.00	541,666.77
F	Income from resource center	91,076.00	476,500.00
1	Accommodation Income	22,400.00	48,600.00
2	House Rent	-	427,500.00
3	Personal Support	68,676.00	400.00
G	Miscellaneous Income	46,725.75	1,566,068.00
1	Book & Report Sales	28,932.00	32,146.00
2	Income From Insurance & Other (Newspaper, scrap sale...)	-	3,500.00
3	Income From Different Sources	700.00	-
4	Income From Others	17,093.75	-
5	Income from Travel Agency (Air Ticket)	-	30,422.00
6	Income From Vehicle Sales	-	1,500,000.00
Total		2,659,297.98	5,240,878.77

Office General Expenses

Schedule-11

S.N.	Particulars	Current Period	Previous Year
1	Organization Renewal Expenses	2,395.00	1,800.00
2	Repair and Maintenance	-	230.00
3	Security fee (Residential Area)	-	6,000.00
4	Office Security (Office Holiday)	-	4,000.00
5	Miscellaneous Expenses	-	795.00
6	Bank Commission	210.00	1,745.50
7	Write off expenses	-	210,468.00
8	Depreciation Cost (Core Fund)	184,090.00	195,372.00
9	Support to Sustainable Livelihoods of Land Poor Communities in Kailali District (VSO)	38,338.00	-
10	Disaster Relief Fund	100,000.00	-
Total		325,033.00	420,410.50

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Notes related to Financial Statements

A Background information

- 1.1 Community Self Reliance Centre (CSRC) registered as a non-for-profit making Non-Government Organization (NGO) institution in 1993. It's registered office is located in Sidhupalchowk District of Nepal. Liaison office is located at Dhapasi, Kathmandu Nepal.

CSRC has basically focused on land rights movement for landless farmers etc. It's activities are being undertaken at different locations covering 53 districts. CSRC has five resource centers. It also operate through 4 resource organizations for implementing activities in the field. It mobilizes fund from different donor organizations for the purpose of implementing activities as well.

This financial statement has been prepared under the responsibility of the management and approved by **Executive Committee meeting held on 23 August 2015.**

B Significant accounting policies

- 2.1 Financial Statement has been prepared under historical cost convention generally under cash basis of accounting except otherwise stated here in after.

2.2 Restricted fund

Funds received for specific activities are accounted for on receipt by crediting restricted fund accounts. The amount of expenditures incurred for identified project activities have been considered as project expenditures with corresponding amount as income by debiting restricted fund account. The balance of fund including other income if any in such fund is refundable upon completion of project activities as guided by agreement. Accordingly, these have been reflected in the financial statements as restricted fund.

2.3 Basket fund

- 2.3.1 CSRC has entered into basket funding arrangement with different donors (under Strategic Partnership) for its strategic plan since fiscal year 2070/71 for the period of five years where in Governance Facility, Care Nepal, Action Aid International , OXFAM, LWF and VSO has committed funds for total period of such strategic plan.

Accounting policy adopted for basket funding activities are consistent with policy adopted for previous financial year. The details of basket funding activities are presented in **Schedule-9** of the financial statement.

The balance of fund has been reflected as basket fund balance in the balance sheet since these are for the strategic plan. The balance if any at the end of the strategic plan (five years or extended period) would be refundable to donor. Basket fund balance is represented by cash in hand, bank balance, advances and payables.

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CSRC
आत्मनिर्भर केन्द्र

KATHMANDU
CHARTERED ACCOUNTANTS

Governance Facility (GF) has contributed Rs. 46,520,754.00 (including Rs. 11,400,000 during FY 2070/71) during the period covering from 1 April 2014 to 16 July 2015 with corresponding total budgeted expenditure of Rs.43,657,393.57 (including Rs. 3,816,309 during FY 2070/71) and resulted balance of GF Fund as of 16 July 2015 amounting to Rs. 2,863,360.43 . The details is annexed in **attachment-1**.

2.4 Income Recognition

- 2.4.1 Membership fee has been accounted for on cash basis.
- 2.4.2 Interest earned on bank account is also accounted for on cash basis net of advance tax withheld at
- 2.4.3 All contributions, donation, miscellaneous income (publication sales, scraps etc) etc have been accounted for on cash basis.
- 2.4.4 Contribution under strategic partnership and specific project has been accounted for on cash basis.

2.5 Capitalization policy

- 2.5.1 Books purchased has been expensed off at the time of procurement.
- 2.5.2 Assets purchased during the current year under project has been expensed off as project expenditures. The amount of such assets purchased has been at the current year/ later transferred to Capital Reserve (Project assets) with corresponding debit to fixed assets.
- 2.5.3 Assets purchased under basket fund have been considered as expenditure on basket funding. An amount equal to the value of assets has been transferred to Capital Reserve (Basket fund Assets) with corresponding debit to fixed assets.

2.6 Depreciation rates and method

- 2.6.1 Fixed assets purchased from general fund has been capitalized at historical cost and depreciation has been charged on diminishing balance method at following rates.

Building	5%
Vehicle	20%
Equipments	25%
Furniture	15%
Other Assets	20%

Depreciation for new addition of fixed assets for the current year has been charged on prescribed rate from subsequent month of purchases. Applied rates for depreciation are in line with depreciation policy adopted by the Center.

- 2.6.2 Depreciation on fixed assets purchased from project and basket fund (transferred from project and basket activities) has also been provided at the rates prescribed as above.
- 2.6.3 Since assets purchased are expensed off as project or basket expenditures and such assets are shown as capital reserve with corresponding debit to project/or basket fixed assets (shown as fixed assets), depreciation charged on such assets is debited to capital reserve with corresponding credit to project/basket fixed assets.

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2.7 Inventory

Recurring inventory of consumable stores like office supplies, stationeries, books etc and cost of publications are charged to revenue/project expenditures as and when purchased/paid for and no value is carried forward for the stock lying unutilized. At the end of the year, there are no significant value of inventory which is required to be disclosed.

2.8 Employees liabilities

CSRC has not provided for liabilities relating to employees which may arise on account of accumulated annual and casual leave except for gratuity. Gratuity provision for the period covering from 1 Shrawan 2071 to 31 Ashad 2072 has been made.

2.9 Income tax liabilities

The CSRC has obtained tax exemption certificate from Inland Revenue Office. Accordingly no liability for tax has been considered. CSRC has considered all its income within the objectives as specified in its constitution.

Interest income net of tax withholding has been considered as income with final withholding and accordingly no tax has been considered as well.

3 Significant disclosures:

3.1 Related parties transactions

CSRC has not undertaken any related parties transaction be it with relative, friend etc of employees or Executive Members. However, CSRC has a policy to engage member of Executive Committee or General Member as service providers under competitive process of procurement of services (arm's length dealing) on case to case basis.

3.2 Prior period adjustment

Rs. 1,500,000 vehicle sales income and Rs. 180,351.71 interest income related with basket fund shown as core fund income during FY 2070/71 has been adjusted during the current year by debiting surplus & reserve account of CSRC core fund with corresponding credit in basket fund as other income (under schedule-9).

3.3 Gratuity provision

Gratuity provision amounting Rs. 2,253,933.25 till this fiscal year has been made including interest capitalization. The Liability has been reflected in Fund Account (Schedule-6.5) and corresponding investment in Citizen Investment Trust (as Gratuity Fund) has been reflected in Program & Other Advances (Schedule-3). The investment account in CIT has been held in the name of CSRC.

3.4 Contingent liabilities

CSRC has no legal cases against it nor does it have any claims made against it. There has not been any capital commitment nor has any contingent liabilities except disclosed under this financial statement.

4 Previous years figures have been regrouped and rearranged wherever necessary.



Community Self Reliance Center (CSRC)
Consolidated Statement of Fund Received & Expenditure from Governance Facility
For the period 1 April 2014 to 16 July 2015

Particulars	From 1 April 2014 to 16 July 2014	From 17 July 2014 to 16 July 2015	Upto 16 July 2015
Fund Received from Governance Facility			
Grant Received from	11,400,000.00	35,120,754.00	46,520,754.00
Total Source of Fund (A)	11,400,000.00	35,120,754.00	46,520,754.00
Application of Fund			
(A.1) Output-1 : Rights holders (land-poor women and men) organized, strengthened and mobilized to claim and exercise their rights	1,940,196.25	25,134,039.00	27,074,235.25
(A.2) Output-2 : Clarity and consensus about land reform established, and land reform policy and frameworks suitable to the needs and realities of Nepal developed and implemented	408,564.50	1,057,625.00	1,466,189.50
(A.3) Output-3 : Learning generated from ground level actions and practices, and disseminated the knowledge at all levels	484,251.75	1,123,696.00	1,607,947.75
(A.4) Output 4: New land policies introduced guaranteeing women and man equal rights to own land.	121,130.75	4,365,758.00	4,486,888.75
B. Operation Cost:			
(B.1) Staff Cost : (Staff Benefits, Salary, DSA , Travel and Accommodation)	743,756.00	5,144,193.57	5,887,949.57
(B.2) Office Running Cost : (Rent, Office Transportation, Office expenses, Repair & Maintenance, Utilities & Communication)	97,200.75	919,812.00	1,017,012.75
(B.3) Monitoring Evaluation & Audit : (Internal Audit, Periodic Monitoring Visit, Quarterly PRRP)	21,209.00	359,587.00	380,796.00
(B.4) Capital Cost : (Vehicle, Computer, Intercom, Furniture, Photocopy)	-	1,736,374.00	1,736,374.00
Total Application of Fund (B)	3,816,309.00	39,841,084.57	43,657,393.57
Balance of Fund (A - B)	7,583,691.00	(4,720,330.57)	2,863,360.43

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