

**FINANCIAL MANAGEMENT SERVICE FOUNDATION
(A REGD. PUBLIC CHARITABLE TRUST)**

FCRA ACCOUNT

BALANCE SHEET AS AT 31ST MARCH 2024

	Schedule	As at 31.03.2024 Amount (Rs.)	As at 31.03.2023 Amount (Rs.)
<u>SOURCES OF FUNDS</u>			
Unutilised Grants		30,17,105	1,20,56,809
General Fund		28,14,002	20,63,784
Assets Fund Account		1,67,00,973	1,94,70,769
TOTAL		2,25,32,080	3,35,91,362
<u>APPLICATION OF FUNDS</u>			
<u>Fixed Assets</u>			
Gross Block		5,12,21,247	5,10,77,641
Less : Depreciation		3,45,20,274	3,16,06,872
Net Block		1,67,00,973	1,94,70,769
<u>Current Assets, Loans & Advances</u>			
Cash and Bank Balances		56,11,110	1,40,75,796
Loans & Advances		2,19,997	44,797
Less: Current Liabilities & Provisions		-	-
Net Current Assets		58,31,107	1,41,20,593
TOTAL		2,25,32,080	3,35,91,362

Significant Accounting Policies and Notes
forming an integral part of accounts

As per our report of even date
For V. SANKAR AIYAR & CO.
Chartered Accountants
FRN: 109208W

(M.S. BALACHANDRAN)
Partner
M. No. 024282



For FINANCIAL MANAGEMENT SERVICE FOUNDATION

(EXECUTIVE DIRECTOR)

(TRUSTEES)

Place : New Delhi
Date : 24/09/2024

**FINANCIAL MANAGEMENT SERVICE FOUNDATION
(A REGD. PUBLIC CHARITABLE TRUST)**

**FOREIGN CONTRIBUTION ACCOUNT
RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2024**

	Schedule	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
<u>RECEIPTS</u>			
<u>Cash and Bank Balances as on 1st April 2023</u>			
Cash in Hand		34,705	27,021
Balance in Saving Accounts with Scheduled Banks			
- SBI SB A/c no.- 40011242010 (FC A/c)		1,24,29,638	1,26,22,552
- Bank of Baroda SB A/c no.- 22750100001629		13,98,359	2,72,850
- HDFC SB A/c no.- 06511450000170		2,13,094	63,238
- HDFC SB A/c no.- 06511450000170			
Advances with staff & vendors		44,797	18,739
Sub Total		1,41,20,593	1,30,04,400
<u>Grants Received</u>			
Bread for the World (BFTW)		3,62,75,466	4,65,80,272
EU-WHH - "Saksham"		11,53,600	-
Other Misc.			
Recoveries for use of Facilities		14,65,863	15,68,367
Sale of Publication		1,12,500	-
Sale of Assets		-	22,096
Sale of Scrap		2,500	-
Interest on Income tax Refund		-	8,529
Interest on Saving Bank Accounts		2,33,763	2,56,332
Sub Total		3,92,43,692	4,84,35,596
GRAND TOTAL		5,33,64,285	6,14,39,996
<u>PAYMENTS</u>			
<u>Bread for the World (BFTW)</u>			
<i>Monitoring and Accompaniment Staff Costs and Training</i>			
Staff Costs		1,41,49,985	1,12,74,490
Travel Costs for Partner Visits			
Travel and Conveyance		15,70,210	15,26,550
Boarding and Lodging		16,67,229	16,36,865
Other Expenses		39,396	6,101
<i>Capacity Building - Workshops, Consultancies</i>			
Annual Planning and Core Group Meeting Expenses		9,05,293	12,45,970
Workshops and Seminars (TOT & Auditors)		51,32,907	75,73,759
Staff Costs Capacity Building		44,84,165	58,76,820
<i>Publications, Research, FMSF Websites</i>			
Cost of Newsletter		1,53,268	1,05,777
Website Expenses		2,96,187	2,31,202
Staff Costs		60,57,444	65,98,149
Software Expenses		3,33,217	7,40,917
Cost of Publications			
- Author Fees		13,44,000	8,45,000
- Printing Charges		3,32,594	41,731
- Postage & Courier Charges		62,977	-



contd.

Co-ordination and Administration Costs

Staff Costs and Training		
Staff Costs	43,78,513	37,20,554
<i>Office Costs</i>		
Electricity and Water Charges	10,63,627	8,51,650
Printing and Stationary	1,52,719	1,31,639
Courier and Postage Charges	4,30,079	3,53,211
Generator Running and Maintenance	-	27,250
Telephone Expenses	1,54,373	1,55,879
Internet Expenses	2,51,348	3,88,101
Insurance	50,009	50,007
Office Maintenance	4,52,564	2,96,659
Filing Fees	596	426
Office Equipments Maintenance	3,97,881	5,59,422
Professional Charges	17,700	17,700
Recruitment Expenses	1,03,250	50,898
Staff Welfare	1,12,679	3,85,025
Vehicle Running and Maintenance	2,61,504	4,81,607
Audit Fees	3,95,973	3,59,975
Membership Fees	500	1,000
Bank Charges	30,670	30,309
Travel Costs		
Director and Core Staff	1,00,905	2,85,571

Organisation Program Evaluation

- Fees	8,96,800	-
- Travel and Conveyance	1,60,331	-
- Boarding and Lodging	1,03,818	-

EU-WHH Saksham-Revitalizing the Power of Indian Civil Society**Program cost****Capacity Building****Workshop and Partner visits**

- Travel and conveyance	29,491	-
- Boarding and Lodging	6,800	-

Staff Cost-Program

2,41,964

Project Administration**Bank Charges**

2,198

Capital Costs**Computer & Printer**

1,43,606

Other Misc. Grants**Training Centre**

Staff Cost - Program Staff	4,84,180	10,82,219
Staff Cost - Admn. Staff	4,44,167	3,48,917

Co-ordination and Administration Costs**Office Cost**

Expenses on facilities provided	4,653	35,274
Staff Welfare - Hospitality	1,31,408	2,779



Sub Total 4,75,33,178 4,73,19,403

contd.

Cash and Bank Balances as on 31st March 2024

Cash in Hand	77,785	34,705
Balance in Saving Account with Scheduled Bank		
- SBI SB A/c no.- 40011242010 (FC A/c)	2,57,232	1,24,29,638
- Bank of Baroda SB A/c no.- 22750100001629(FC A/c)	44,81,909	13,98,359
- HDFC SB A/c no.- 06511450000170	7,94,184	2,13,094
Advances with staff & vendors	2,19,997	44,797
Sub Total	58,31,107	1,41,20,593
GRAND TOTAL	5,33,64,285	6,14,39,996

Significant Accounting Policies and Notes
forming an integral part of accounts

As per our report of even date
For V. SANKAR AIYAR & CO.
Chartered Accountants
FRN: 109208W



(M.S. BALACHANDRAN)

Partner

M. No. 024282



Place : New Delhi

Date : 24/09/2024

For FINANCIAL MANAGEMENT SERVICE FOUNDATION



(EXECUTIVE DIRECTOR)



(TRUSTEES)





**FINANCIAL MANAGEMENT SERVICE FOUNDATION
(A REGD. PUBLIC CHARITABLE TRUST)
FOREIGN CONTRIBUTION ACCOUNT**

CONSOLIDATED INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2024

	Schedule	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
<u>INCOME</u>			
<u>Bread for the World (BFTW)</u>			
Grant including interest to the extent utilized		4,59,35,308	4,58,92,759
Sale of Assets		-	22,096
<u>EU-WHH - Saksham-Revitalizing the Power of Indian Civil Society</u>			
Grant including interest to the extent utilized		4,25,209	-
<u>Other Miscellaneous Grants (Cont. and Others)</u>			
Rent		15,56,363	12,85,165
Income from other facilities provided		54,500	2,88,950
Bank Interest		2,33,763	2,56,332
Sale of publication		1,12,500	-
Interest on Income tax refund		-	8,529
Misc. Receipt		-	2
Sale of Scrap		2,500	-
Total		4,83,20,143	4,77,53,833
<u>EXPENDITURE</u>			
<u>Bread for the World (BFTW)</u>			
<u>Programme Costs</u>			
<i>Monitoring and Accompaniment Staff Costs and Training</i>			
Staff Costs		1,41,49,985	1,12,74,490
<i>Travel Costs for Partner Visits</i>			
Travel and Conveyance		15,70,210	15,26,550
Boarding and Lodging		16,67,229	16,36,865
Other Expenses		39,396	6,101
<i>Capacity Building - Workshops, Consultancies</i>			
Annual Planning and Core Group Meeting Expenses		9,05,293	12,45,970
Workshops and Seminars (TOT & Auditors)		50,58,591	74,82,831
Staff Costs Capacity Building		44,84,165	58,76,820
<i>Publications, Research, FMSF Websites</i>			
Cost of Newsletter		1,53,268	1,05,777
Website Expenses		2,96,922	2,45,010
Staff Costs		60,57,444	65,98,149
Software Expenses		3,33,217	7,40,917
<i>Cost of Publications:</i>			
- Author Fees		13,14,000	8,75,000
- Printing Charges		3,32,594	41,731
- Postage & Courier Charges		62,977	-
<u>Co-ordination and Administration Costs</u>			
<u>Staff Costs and Training</u>			
Staff Costs		43,78,513	37,20,554
<u>Office Costs</u>			
Electricity and Water Charges		10,63,627	8,51,595
Printing and Stationary		1,51,865	1,32,493
Courier and Postage Charges		4,32,725	3,63,228
Generator Running and Maintenance		-	27,250



contd.

Telephone Expenses	1,44,913	1,65,339
Internet Expenses	2,51,348	3,88,670
Insurance	50,009	50,007
Office Maintenance	4,52,314	2,96,909
Filling Fees	596	426
Office Equipments Maintenance	3,97,881	5,59,422
Professional Charges	17,700	17,700
Recruitment Expenses	73,750	80,398
Staff Welfare	1,18,252	3,81,511
Vehicle Running and Maintenance	2,51,590	4,91,521
Audit Fees	4,31,910	3,92,645
Membership Fees	500	1,000
Bank Charges	30,670	30,309
Travel Costs		
Director and Core Staff	1,00,905	2,85,571
Organisation Program Evaluation		
- Fees	8,96,800	-
- Travel and Conveyance	1,60,331	-
- Boarding and Lodging	1,03,818	-
EU-WHH Saksham-Revitalizing the Power of Indian Civil Society		
Program cost		
Capacity Building		
Workshop and Partner visits		
- Travel and conveyance	30,641	-
- Boarding and Lodging	6,800	-
Staff Cost-Program	2,41,964	-
Project Administration		
Bank Charges	2,198	-
Capital Costs		
Computer & Printer	1,43,606	-
Other Miscellaneous Grants (conts. and others)		
Training Centre		
Staff Cost-Program Staff	4,84,180	10,82,219
Staff Cost-Admn. Staff	4,44,167	3,48,917
Office Cost		
Expenses on facilities provided	4,653	35,274
Staff Welfare - Hospitality	1,31,408	2,779
Total	4,74,24,925	4,73,61,948
Unspent / (Overspent) during the year	8,95,218	3,91,885

Significant Accounting Policies and Notes forming an integral part of accounts

As per our report of even date
For V. SANKAR AIYAR & CO.
Chartered Accountants
FRN: 109208W

(M.S. BALACHANDRAN)
Partner
M. No. 024282



For FINANCIAL MANAGEMENT SERVICE FOUNDATION

(EXECUTIVE DIRECTOR)

(TRUSTEES)

Place : New Delhi
Date : 24/09/2024

FINANCIAL MANAGEMENT SERVICE FOUNDATION

(A REGD. PUBLIC CHARITABLE TRUST)

**SIGNIFICANT ACCOUNTING POLICIES AND NOTES FORMING PART OF ACCOUNTS
FOR THE YEAR ENDED ON 31ST MARCH 2024**

A. SIGNIFICANT ACCOUNTING POLICIES

1. The accounts are prepared on historical cost basis as a 'going concern'. Income and expenses are accounted for on accrual basis except for Foreign Contribution Books which are prepared on cash basis, following generally accepted accounting principles and practices and Accounting Standards issued by the Institute of Chartered Accountants of India for NGOs, wherever applicable, except otherwise stated.
2. Fixed Assets acquired / received in kind are directly charged to expenses accounts and stated in the Balance Sheet through Assets Fund Account.
3. Fixed Assets are stated as under:
 - a) Assets directly acquired – at purchase cost less accumulated depreciation.
 - b) Assets received in kind – at stated / estimated cost less accumulated depreciation.
4. Depreciation on fixed assets is provided as per written down value method as per the rates prescribed in Income Tax Act, 1961.
5. Inventories are valued and disclosed as under:
 - a) Acquired / self produced – at cost.
 - b) Received free of cost or at a nominal charge – at market price or estimated net realizable value.
6. Accounts for the purpose of submission to FCRA are compiled on cash basis.



7. Restricted Grants are utilized as per the conditions of the grant agreement and to the extent utilized they are netted off from the Other Current Liabilities item in the Balance Sheet and transferred to separate account of the granting authority and spent for its pre-determined purpose.
8. Upon completion of the life or obligation of the restricted grant, if any surplus grant remains unutilized the amount is, either in compliance with the grant agreement or upon due consent of the granting authority, either returned to the granting authority or transferred as unrestricted grant or income in Income and Expenditure statement.
9. The assets acquired by the trust while acting as a trustee of the Restricted Grant and fulfilling the conditions of the grant agreement, the asset acquired (primarily fixed assets) is shown at notional value in the Balance Sheet. Any receipts from sale of such assets, in accordance with the terms of the grant agreement, are transferred back again to the appropriate Restricted Fund – Grant Balance and utilized further in accordance with the grant agreement.

B. NOTES TO ACCOUNTS


1. Trust has taken Group Gratuity Scheme with Life Insurance Corporation of India which has been approved by Income Tax Authorities. Premium paid for employees has been charged to expense accounts.
2. Trust has provided the facilities / services to the programmes of the other funding agencies from the infrastructure / resources created out of the funds of main funding agency.
3. As per the management policy the surplus / (deficit) of the completed projects are transferred to General Fund and the remaining balances of continuing projects are reported under Unutilized Grants.
4. Expenses have been allocated to various programs based on the approved activities and budgets of the respective program.
5. No provision for leave encashment entitlement has been made since as per Trust policy, the leaves are to be availed and cannot be en-cashed.
6. The management has allocated the expenses between the Projects (Bread for the World, and Others) as per the best estimate made by them. The Auditors have relied on the same.



7. No Fixed Assets have been sold/discarded the during the year.
8. The Trust is registered under section 12 (A)(a) of the Income Tax Act, 1961 vide registration no: 1118 dated 07.03.1996. Subsequent to 31.03.2021, the trust has obtained provisional registration dated 28.05.2021 under section 12 AB of the Act, for a period of five years ending 31.03.2026.
 - PAN of the Trust: AAATF0166A dated 15.12.1994.
 - The Trust is registered with Ministry of Home Affairs under FCRA vide registration no: 231650985 for receiving foreign contributions.
9. Previous year figure has been regrouped wherever considered necessary.
10. Income and expenses are reported as per budget of the funding / donor agencies received on grant to grant basis, hence previous year figures are not comparable.

For **V. SANKAR AIYAR & CO.**
CHARTERED ACCOUNTANTS
FRN: 109208W

For **FINANCIAL MANAGEMENT SERVICE FOUNDATION**


(M.S. BALACHANDRAN)
PARTNER
Membership No: 024282




(EXECUTIVE DIRECTOR)

  
(TRUSTEES)

Place: New Delhi
Date: 24/09/2024