



RAGHU NATH RAI AND CO.
Chartered Accountants

9 MATHURA ROAD,
JANGPURA B, New Delhi, DELHI-110014
Mobile : 9958986552

FORM NO. 10B

[See Rule 17B]

**Audit Report under section 12A (b) of the Income-tax Act, 1961 in the case of
charitable or religious trusts or institutions**

1. have examined the balance sheet of FINANCIAL MANAGEMENT SERVICE FOUNDATION at A-5, Sector 26, NOIDA-201301, UTTAR PRADESH (Permanent Account No. AAATF0166A) as at 31st/March/2019 and the Profit and Loss Account for the year ended on that date which are in agreement with the books of account maintained by the said Trust.
2. have obtained all the information and explanations which to the best of knowledge and belief were necessary for the purposes of the audit. In opinion, proper books of account have been kept by the head office and the branches of the above-named Trust visited by so far as appears from examination of the books and proper returns adequate for the purposes of audit have been received from branches not visited by subject to the comments given below :-

NIL

3. In opinion and to the best of information, and according to information given to us the said accounts give a true and fair view:-
 - i. In the case of the balance sheet of the state of affairs of the above-named Trust as at 31st/March/2019 and
 - ii. In the case of the Profit and Loss Account, of the Profit of its accounting year ending on 31st/March/2019

The prescribed particulars are annexed hereto.

For **RAGHU NATH RAI AND CO.**

Chartered Accountants

(SAMIR JAIN)

Partner

Membership No. 077010

Firm Reg. No.: 000451N

9 MATHURA ROAD

UDIN - 19077010AAAADM2583



Place: NEW DELHI
Date: 16/09/2019

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

BALANCE SHEET AS AT 31ST MARCH 2019

	Schedule	As at 31.03.2019 Amount (Rs.)	As at 31.03.2018 Amount (Rs.)
<u>SOURCES OF FUNDS</u>			
Unutilised Grants	I	22,958,012	-
Corpus Fund	II	12,841	12,407
General Fund	III	17,643,898	16,858,283
Assets Fund Account	IV	22,332,355	14,361,532
TOTAL		62,947,106	31,232,222
<u>APPLICATION OF FUNDS</u>			
Fixed Assets	V		
Gross Block		40,230,211	39,741,719
Less : Depreciation		17,897,856	25,380,187
Net Block		22,332,355	14,361,532
Investments	VI	13,076,161	11,374,574
Current Assets, Loans & Advances			
Cash and Bank Balances	VII	21,409,863	2,899,852
Other Current Assets	VIII	2,456,246	2,123,151
Loans and Advances	IX	8,239,417	1,158,003
		32,105,526	6,181,006
Less: Current Liabilities & Provisions	X		
Expenses Payable		4,472,936	590,890
Other Liabilities		94,000	94,000
Net Current Assets		27,538,590	5,496,116
TOTAL		62,947,106	31,232,222

Significant Accounting Policies and Notes
forming an integral part of accounts

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As per our report of even date
For **RAGHU NATH RAI & CO.**

Chartered Accountants
FRN: 000451N

(SAMIR JAIN)

Partner
M. No. 077010



For **FINANCIAL MANAGEMENT SERVICE FOUNDATION**

(CHAIRMAN)

(EXECUTIVE DIRECTOR)

Place: New Delhi

Date: **16 SEP 2019**

(TRUSTEES)

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

SCHEDULE - I

**GRANTS UNUTILISED / RECEIVABLE FORMING PART OF
BALANCE SHEET AS AT 31ST MARCH 2019**

Funding Agency	Opening balance as on 01.04.2018		Transactions during the year			Surplus/ (Deficit) transferred to General Fund	Closing balance as on 31.03.2019	
	Unutilised	Receivable	Income	Expenditure	Unspent / (Overspent)		Unutilised	Receivable
<u>BFTW</u> - Project No.20140043E	-	516,995	31,270,765	31,620,346	(349,581)	-	-	866,576
<u>Bftw - Local Resource Mobilisation through innovative fund raising platform</u> - Project No.N-IND-2017-3207	-	-	2,429,551	1,745,130	684,421	-	684,421	-
<u>Bftw - Training Centre and Office Modernisation & Extension</u> - Project No.N-IND-2018-0245	-	-	49,843,082	27,569,491	22,273,591	-	22,273,591	-
<u>Charities Aid Foundation India (CAFI)</u>	-	-	2,885,472	2,887,258	(1,786)	(1,786)	-	-
TOTAL	-	516,995	86,428,870	63,822,225	22,606,645	(1,786)	22,958,012	866,576



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

SCHEDULE - II

**CORPUS FUND FORMING PART OF
BALANCE SHEET AS AT 31ST MARCH 2019**

Corpus Fund	As at 31.03.19 Amt. (Rs.)	As at 31.03.18 Amt. (Rs.)
<u>Contribution made by the Settler Trustees</u>		
Opening Balance	12,407	11,987
Add : Interest thereon	434	420
Closing Balance	12,841	12,407

SCHEDULE - III

**GENERAL FUND FORMING PART OF
BALANCE SHEET AS AT 31ST MARCH 2019**

General Fund	As at 31.03.19 Amt. (Rs.)	As at 31.03.18 Amt. (Rs.)
Opening Balance	16,858,283	15,818,103
Add: Transfer during the year		
Surplus / (Deficit) as per Grant Account (Schedule I)	(1,786)	357,303
Surplus / (Deficit) as per Income and Expenditure Account	(610,948)	6,686
Overheads recoveries	1,570,992	1,772,194
	17,816,541	17,954,286
Less: Expenses out of General Fund		
- Staff cost	-	541,022
- Travel & Conveyance	-	17,531
- Loading & Boarding	-	3,150
- Festival Gift	39,000	
- Office Shifting expenses	125,292	
- Postage	2,077	
- Staff welfare	6,274	
	172,643	158,800
Less: Amount of sale proceeds of fixed assets credited to General Fund Account in 2015-16, now transferred to Grant Account of BFTW	-	375,500
Closing Balance	17,643,898	16,858,283

SCHEDULE - IV

**ASSETS FUND ACCOUNT FORMING PART OF
BALANCE SHEET AS AT 31ST MARCH 2019**

Assets Fund Account	As at 31.03.19 Amt. (Rs.)	As at 31.03.18 Amt. (Rs.)
Opening Balance	14,361,532	16,260,795
Add:		
Assets purchased during the year	11,725,471	164,426
	26,087,003	16,425,221
Less :		
Sold / discarded during the year	2,340,044	181,880
Depreciation for the current year	1,414,604	1,881,809
Closing Balance	22,332,355	14,361,532



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

SCHEDULE - V

**FIXED ASSETS FORMING PART OF
BALANCE SHEET AS AT 31ST MARCH 2019**

Fixed Assets		Rate of Dep. %	Gross Block			Depreciation Block			Net Block		
			Cost as at 01.04.2018	Additions during the year	Sales / discarded/ adj. during the year	Cost as at 31.03.2019	Dep. upto 01.04.2018	Dep. for current year	Dep. upto 31.03.2019	W.D.V. as on 31.03.2019	W.D.V. as on 31.03.2018
<u>FOREIGN CONTRIBUTION ACCOUNT</u>											
Office Premises(BFTW)											
Office Building	10		15,935,570	-	-	15,935,570	12,206,419	372,915	12,579,334	3,356,236	3,729,151
Electric Installations and Fittings	15		1,125,237	-	1,125,237	-	1,011,237	-	-	-	114,000
Furniture and Fixtures	10		1,224,054	-	1,224,054	-	925,457	-	-	-	298,597
Work -In-Progress			-	11,464,872	-	11,464,872	-	-	-	11,464,872	-
BFTW Main Grant											
Computers	40		1,816,111	97,500	658,515	1,255,096	1,611,942	100,408	1,055,736	199,360	204,169
Furniture and Fixtures	10		3,566,231	-	2,838,627	727,604	2,658,141	23,690	514,392	213,212	908,090
Office Equipments	15		5,951,274	-	4,782,715	1,168,559	4,308,757	71,810	761,652	406,907	1,642,517
Vehicles											
- Cars *	15		2,654,250	-	371,601	2,282,649	1,132,435	228,272	989,106	1,293,543	1,521,815
- Cycle	15		1,830	-	1,830	-	1,590	-	-	-	240
- Motorcycle	15		67,462	-	-	67,462	18,720	7,311	26,031	41,431	48,742
OFR											
Computers	40		-	74,522	-	74,522	-	29,809	29,809	44,713	-
Misereor											
Intangible Assets											
- Software	40		100,000	-	100,000	-	99,960	-	-	-	40
Programme Centre											
Office Equipments	15		108,100	-	108,100	-	23,107	-	-	-	84,993
Office Building	10		660,000	-	-	660,000	125,400	53,460	178,860	481,140	534,600
Work -In-Progress			-	88,577	-	88,577	-	-	-	88,577	-
<u>LOCAL CONTRIBUTION ACCOUNT</u>											
- Office Building	10		6,505,300	-	-	6,505,300	1,236,007	526,929	1,762,936	4,742,364	5,269,293
- Office Equipments	15		20,900	-	20,900	-	17,402	-	-	-	3,498
- Furniture and Fixtures	10		5,400	-	5,400	-	3,613	-	-	-	1,787
Total			39,741,719	11,725,471	11,236,979	40,230,211	25,380,187	1,414,604	17,897,856	22,332,355	14,361,532
Previous year			40,417,503	164,426	840,210	39,741,719	24,156,708	1,881,809	25,380,187	14,361,532	

* The adjustment of Rs. 371,601 in Gross Block and Depreciation Block is for the Accumulated Depreciation on Car inadvertently not adjusted in the year 2010-11.



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

SCHEDULE - VI

**INVESTMENTS FORMING PART OF
BALANCE SHEET AS AT 31ST MARCH, 2019**

Investments	As at 31.03.19 Amt. (Rs.)	As at 31.03.18 Amt. (Rs.)
<u>Fixed Deposits with Scheduled Banks</u>		
<u>Foreign Contribution Account</u>		
<i>Bank of Baroda</i>		
- General Fund	5,065,781	4,761,049
<u>Local Contribution Account</u>		
<i>HDFC Bank</i>		
- General Fund	8,010,380	6,613,525
TOTAL	13,076,161	11,374,574

SCHEDULE - VII

**CASH AND BANK BALANCES FORMING PART OF
BALANCE SHEET AS AT 31ST MARCH, 2019**

Cash and Bank Balances	As at 31.03.19 Amt. (Rs.)	As at 31.03.18 Amt. (Rs.)
<u>Cash in hand</u>		
<u>Foreign Contribution Account</u>		
- BFTW	15,462	15,360
- General Fund	1,345	8,495
<u>Local Contribution Account</u>		
- General Fund	6,588	5,088
<u>Balance in Saving Accounts with Scheduled Banks</u>		
<u>Foreign Contribution Account</u>		
<i>Bank of Baroda-22750100001629</i>	20,656,197	1,694,980
<u>Other Bank</u>		
<i>HDFC Bank Ltd-06511450000170</i>		
- General Fund	86,354	39,106
<u>Local Contribution Account</u>		
<u>ICICI Bank</u>		
- ICICI Bank-628401054705-General Fund	-	
- ICICI Bank-628401054277-General Fund	-	15,541
<u>HDFC Bank</u>		
- HDFC-06511450000016		
- General Fund	548,770	
- Corpus Fund	12,841	
	561,611	
- HDFC-06511450000023-General Fund	82,306	
	643,917	1,121,282
TOTAL	21,409,863	2,899,852



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

SCHEDULE - VIII

**OTHER CURRENT ASSETS FORMING PART OF
BALANCE SHEET AS AT 31ST MARCH, 2019**

Other Current Assets	As at 31.03.19 Amt. (Rs.)	As at 31.03.18 Amt. (Rs.)
Interest accrued but not due		
- Foreign Contribution Account	248,661	
- Local Contribution Account	247,146	
	495,807	502,490
Tax Deducted at Source		
- Foreign Contribution Account	539,107	
- Local Contribution Account	554,756	
	1,093,863	1,103,666
Grant Receivable	866,576	516,995
TOTAL	2,456,246	2,123,151

SCHEDULE - IX

**LOANS AND ADVANCES FORMING PART OF
BALANCE SHEET AS AT 31ST MARCH, 2019**

Loans and Advances	As at 31.03.19 Amt. (Rs.)	As at 31.03.18 Amt. (Rs.)
Security Deposits		
- General Fund (FC)	669,150	129,706
- ICCO		-
Amount Recoverable in cash or kind or value to be received		
- General Fund (FC)	7,570,267	
- General Fund (LC)	-	
	7,570,267	1,028,297
TOTAL	8,239,417	1,158,003



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

SCHEDULE - X

**CURRENT LIABILITIES AND PROVISIONS FORMING PART OF
BALANCE SHEET AS AT 31ST MARCH, 2019**

Current Liabilities and Provisions	As at 31.03.19 Amt. (Rs.)	As at 31.03.18 Amt. (Rs.)
<u>Expenses payable</u>		
- BFTW	4,418,261	536,887
- CAFI	54,000	54,000
- General Fund (FC)	675	-
- General Fund (LC)	-	3
Sub Total	4,472,936	590,890
<u>Security Deposits</u>		
- General Fund (FC)	50,000	50,000
- General Fund (LC)	44,000	44,000
Sub Total	94,000	94,000
TOTAL	4,566,936	684,890



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

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2019

	Schedule	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
<u>INCOME</u>			
FCRA			
Sale of Publications		-	26,055
Rent		487,694	491,475
Bank Interest		852,549	626,178
Income from other facilities provided		115,503	430,494
Interest on Income tax refund		21,106	9,189
Other receipts		-	2,492
Local			
Bank Interest		525,758	463,962
Sale of Publications		1,300	500
Rent		324,000	324,000
Honorarium		76,200	20,000
Interest on IT refund		24,260	8,235
Sale of Assets		3,000	-
Other receipts		3	5,150
Total		<u>2,431,373</u>	<u>2,407,730</u>
<u>EXPENDITURE</u>			
Expenditure - FCRA			
<i>(Programmes for the poorest and most deprived section of the community and evaluation of performances)</i>			
Staff Cost		2,040,689	1,783,604
Expenses for use of facilities		467,473	433,570
Expenses on facilities provided		19,718	158,342
<i>Training Centre and Office Modernisation and Extension work in progress</i>			
<u>Revenue Expenditure</u>			
Electricity charges, repair & maintenance		254,424	-
Civil, structural & sanitary works		48,350	-
<u>Capital Expenditure</u>			
Office Equipment		88,577	-

contd.



Expenditure - Local

Repair and Maintenance of Office Building	-	7,600
Subscription Fees	17,700	17,250
Bank Charges	-	678
Amount written off	105,390	-

Total	<u>3,042,321</u>	<u>2,401,044</u>
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Excess / Deficit of Income over Expenditure Transferred to General Fund	III	(610,948)	6,686
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Significant Accounting Policies and Notes
forming an integral part of accounts

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As per our report of even date
For RAGHU NATH RAI & CO.

Chartered Accountants

FRN: 000451N

(SAMIR JAIN)

Partner

M. No. 077010



For FINANCIAL MANAGEMENT SERVICE FOUNDATION

(CHAIRMAN)

(EXECUTIVE DIRECTOR)

Place : New Delhi

Date :

16 SEP 2019

(TRUSTEES)

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

BFTW

GRANT UTILISATION STATEMENT FOR THE YEAR ENDED 31ST MARCH 2019

	Schedule	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
<u>INCOME</u>			
Grant received		30,641,995	26,308,226
Interest		4,570	20,804
Sale proceeds of fixed assets		624,200	375,500
Total		31,270,765	26,704,530
<u>EXPENDITURE</u>			
<u>Programme Costs</u>			
<i>(Standardizing Capacity and Compliance - From Concept to Praxis)</i>			
<u>Monitoring and Consultancy Staff Costs and Training</u>			
Staff Costs		7,870,797	6,412,183
Sub Total		7,870,797	6,412,183
<u>Travel Costs for Partner Visits</u>			
Travel and Conveyance		1,216,651	1,283,825
Boarding and Lodging		1,267,585	955,388
Other Expenses		11,330	16,578
Sub Total		2,495,566	2,255,791
<u>Capacity Building - Workshops, Consultancies</u>			
Annual Planning and Core Group Meeting Expenses		699,268	576,598
Workshops and Seminars (TOT & Auditors)		2,608,205	1,275,129
Training Fees		-	111,671
Travel and Conveyance		706	79,214
Boarding and Lodging		-	5,564
Sub Total		3,308,179	2,048,176
<u>Staff Costs Capacity Building</u>			
		3,922,502	3,309,006
<u>Publications, Research, FMSF Websites</u>			
Cost of Newsletter, Annual Report		51,941	59,360
Website Expenses		110,020	44,600
Staff Costs		2,450,514	2,268,224
Software Expenses		374,022	148,510
Membership & Subscription Fees		240	-
Cost of Publications			
- Author Fees		675,000	450,000
Sub Total		3,661,737	2,970,694
<u>Co-ordination and Administration Costs</u>			
<u>Staff Costs and Training</u>			
Staff Costs		5,738,472	5,257,725
Sub Total		5,738,472	5,257,725

contd.



Office Costs

Electricity and Water Charges	558,639	648,777
Printing and Stationary	173,717	165,342
Courier and Postage Charges	258,661	177,901
Generator Running and Maintenance	178,526	141,306
Computers Maintenance	122,556	102,186
Telephone Expenses	233,255	231,795
Internet Expenses	309,061	299,906
Insurance	16,792	16,078
Building Maintenance	-	66,376
Office Maintenance	451,170	442,634
Office Equipments Maintenance	77,031	233,884
Office Rent	882,000	-
Professional Charges	15,930	334,530
Recruitment Expenses	3,150	10,769
Staff Welfare	371,527	534,481
Conveyance	450	-
Vehicle Running and Maintenance	389,044	348,734
Audit Fees	219,883	199,892
Other Expenses	815	2,385
Bank Charges	23,580	16,559
Sub Total	4,285,787	3,973,535

Travel Costs

Director and trustee	225,080	262,645
Trustees Meetings	14,726	50,523
Sub Total	239,806	313,168

Capital Costs

Office Equipments	-	12,560
Computer & Printer	97,500	151,866
Sub Total	97,500	164,426

Total 31,620,346 26,704,704

Unspent / (Overspent) during the year transferred to Grant Account

I

(349,581)

(174)

Significant Accounting Policies and Notes forming an integral part of accounts

XI

As per our report of even date
For RAGHU NATH RAI & CO.
Chartered Accountants

For FINANCIAL MANAGEMENT SERVICE FOUNDATION

FRN: 000451N

(SAMIR JAIN)

Partner

M. No. 077010



(CHAIRMAN)

(EXECUTIVE DIRECTOR)

Place : New Delhi

Date :

16 SEP 2019

(TRUSTEES)

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

FOREIGN CONTRIBUTION ACCOUNT

BFTW-Local Resource Mobilisation through innovative fund raising platform

GRANT UTILISATION STATEMENT FOR THE YEAR ENDED 31ST MARCH 2019

	Schedule	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
<u>INCOME</u>			
Grant Received		2,418,458	-
Interest		11,093	-
		<u>2,429,551</u>	<u>-</u>
<u>EXPENDITURE</u>			
<u>Public Relation</u>			
Initial lunch events			-
- Travel & Conveyance		5,010	-
- Registration Fees		10,800	-
<u>Advertisement for Initial lunch event</u>			
-Broucher & Calender Printing		100,428	-
-Postage and Courier Charges		36,663	-
- Travel and Conveyance		2,701	-
Staff Cost		1,256,249	-
<u>Project Administration</u>			
Communication			-
- Internet expenses		54,202	-
- Telephone expenses		21,297	-
Audit fees		47,200	-
Equipment Repaire and Maintenance		8,433	-
Office Maintainance			-
- Staff Welfare		45,015	-
- Electricity & water Charges		62,653	-
- Generator Running and Maintenance		15,607	-
- Bank Charges		2,293	-
- Printing & Stationery		2,057	-
<u>Capital Costs</u>			
Computer & Printer		74,522	-
		<u>1,745,130</u>	<u>-</u>
Unspent / (Overspent) during the year transferred to Grant Account	I	684,421	-

Significant Accounting Policies and Notes forming an integral part of accounts

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As per our report of even date
For **RAGHU NATH RAI & CO.**

Chartered Accountants
FRN: 000451N

(SAMIR JAIN)
Partner
M. No. 077010



For **FINANCIAL MANAGEMENT SERVICE FOUNDATION**

(CHAIRMAN)

(EXECUTIVE DIRECTOR)

Place : New Delhi
Date :

16 SEP 2019

(TRUSTEES)

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

FOREIGN CONTRIBUTION ACCOUNT

BFTW - Training Centre and Office Modernisation & Extension

GRANT UTILISATION STATEMENT FOR THE YEAR ENDED 31ST MARCH 2019

	Schedule	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
<u>INCOME</u>			
Grant Received		49,843,082	-
		<u>49,843,082</u>	<u>-</u>
<u>EXPENDITURE</u>			
<i>Training Centre and Office Modernisation and Extension work in progress</i>			
<u>Revenue Expenditure</u>			
Civil, structural & sanitary works		10,981,026	-
Electrical repair & maintenance		404,988	-
Professional Fees		4,702,300	-
Bank Charges		16,305	-
<u>Capital Expenditure</u>			
Rain water harvesting, electrical & fire safety systems		5,348,952	-
Lift & associated works		1,175,000	-
Air conditioning & air purification system		2,416,993	-
Furniture & fixtures		2,523,927	-
		<u>27,569,491</u>	<u>-</u>
Unspent / (Overspent) during the year transferred to Grant Account	I	22,273,591	-

Significant Accounting Policies and Notes
forming an integral part of accounts

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As per our report of even date
For **RAGHU NATH RAI & CO.**

Chartered Accountants
FRN: 000451N

(SAMIR JAIN)
Partner
M. No. 077010



For **FINANCIAL MANAGEMENT SERVICE FOUNDATION**

(CHAIRMAN)

(EXECUTIVE DIRECTOR)

Place New Delhi

Date :

16 SEP 2019

(TRUSTEES)

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

FOREIGN CONTRIBUTION ACCOUNT

Charities Aid Foundation India

GRANT UTILISATION STATEMENT FOR THE YEAR ENDED 31ST MARCH 2019

	Schedule	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
INCOME			
Grant Received		2,885,472	3,069,194
		<u>2,885,472</u>	<u>3,069,194</u>
EXPENDITURE			
<i>(Creating scalable & replicable models of accountability in NGO's)</i>			
Conducting Workshop for CSOs			
- Boarding and Lodging		426,866	683,222
- Venu Charges		45,170	49,922
- Module / Resource Material		15,009	13,707
- Stationary Charges		34,712	39,433
- Resource Person travel cost		65,074	52,000
- Resource Person Accommodation		19,050	24,000
- Staff cost		160,000	200,000
Monitoring & Guiding Support			
- Travel and Conveyance		316,259	284,465
- Boarding and Lodging		335,126	167,149
- Staff Cost		1,320,000	1,300,000
Audit Fees		59,000	59,000
Printing and Stationary		-	16,850
Workshop and support coordination cost		40,992	146,194
Administrative overhead		50,000	50,000
		<u>2,887,258</u>	<u>3,085,942</u>
Unspent / (Overspent) during the year transferred to Grant Account	I	(1,786)	(16,748)

Significant Accounting Policies and Notes forming an integral part of accounts

XI

As per our report of even date
For **RAGHU NATH RAI & CO.**
Chartered Accountants

FRN: 000451N



(SAMIR JAIN)

Partner

M. No. 077010



For **FINANCIAL MANAGEMENT SERVICE FOUNDATION**



(CHAIRMAN)




(EXECUTIVE DIRECTOR)

Place : New Delhi

Date :

16 SEP 2019





(TRUSTEES)



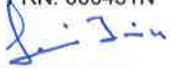




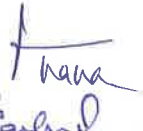
FINANCIAL MANAGEMENT SERVICE FOUNDATION
(A REGD. PUBLIC CHARITABLE TRUST)

FOREIGN CONTRIBUTION ACCOUNT

ICCO-FMSF Decentralisation Project

GRANT UTILISATION STATEMENT FOR THE YEAR ENDED 31ST MARCH 2019

	Schedule	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
<u>INCOME</u>			
Grants Received		-	-
		<u>-</u>	<u>-</u>
<u>EXPENDITURE</u>			
<u>Office Expenses</u>			
Security Deposit written off		-	1,750
		<u>-</u>	<u>1,750</u>
Unspent / (Overspent) during the year transferred to Grant Account	I	-	(1,750)

Significant Accounting Policies and Notes forming an integral part of accounts	XI
As per our report of even date For RAGHU NATH RAI & CO. Chartered Accountants ERN: 000451N  (SAMIR JAIN) Partner M. No. 077010 	For FINANCIAL MANAGEMENT SERVICE FOUNDATION  (CHAIRMAN)  (TRUSTEES)  (EXECUTIVE DIRECTOR) 

Place : New Delhi
Date :
16 SEP 2020

16 SEP 2019

Vidya Rao

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

LOCAL CONTRIBUTION ACCOUNT

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2019

	Schedule	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
RECEIPTS			
<u>Cash and Bank Balances as on 1st April 2018</u>			
Cash in Hand		5,088	5,088
Balance in Saving Accounts with Scheduled Banks			
- Standard Chartered Bank		-	10,203
- ICICI Bank		15,541	15,141
- HDFC Bank		1,121,282	660,453
Fixed Deposit With HDFC		6,613,525	6,186,981
Sale of publications		2,300	500
Other Receipts		-	4,153
Interest in Income tax refund		24,260	8,235
Honorarium		76,200	15,000
Sale proceeds of fixed assets		3,000	-
Rent Received		324,000	324,000
Bank Interest			
- On Corpus Fund		434	420
- On Others		492,955	550,790
TOTAL		8,678,585	7,780,964
PAYMENTS			
Fees/Bank Charges		-	678
Repair and Maintenance of Office Building		-	7,600
Subscription Fees		17,700	17,250
<u>Cash and Bank Balances as on 31st March 2019</u>			
Cash in Hand		6,588	5,088
Balance in Saving Accounts with Scheduled Banks			
- ICICI Bank		-	15,541
- HDFC Bank		643,917	1,121,282
Fixed Deposit With HDFC		8,010,380	6,613,525
TOTAL		8,678,585	7,780,964

Significant Accounting Policies and Notes
forming an integral part of accounts

XI

As per our report of even date
For **RAGHU NATH RAI & CO.**

Chartered Accountants

FRN: 000451N



(SAMIR JAIN)

Partner

M. No. 077010




For **FINANCIAL MANAGEMENT SERVICE FOUNDATION**



(CHAIRMAN)



(EXECUTIVE DIRECTOR)



(TRUSTEES)

Place : New Delhi

Date :

16 SEP 2019

FINANCIAL MANAGEMENT SERVICE FOUNDATION

(A REGD. PUBLIC CHARITABLE TRUST)

**SCHEDULE – XI : SIGNIFICANT ACCOUNTING POLICIES AND NOTES FORMING PART
OF ACCOUNTS FOR THE YEAR ENDED ON 31ST MARCH 2019**

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, and 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, & Others) as per the best estimate made by them. The Auditors have relied on the same.
7. The Fixed Assets having WDV of Rs.23,40,044 have been sold/discarded, since the building has been under renovation during the during the year.



8. Previous year figure has been regrouped wherever considered necessary.
9. 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.

Signature to Schedule – I to XI of the Balance Sheet.

For RAGHU NATH RAI & CO.
CHARTERED ACCOUNTANTS
FRN: 000451N

For FINANCIAL MANAGEMENT SERVICE FOUNDATION



(SAMIR JAIN)
PARTNER
Membership No: 077010



Place: New Delhi

Date:

16 SEP 2019

Vidya Rao



(CHAIRMAN)



(EXECUTIVE DIRECTOR)



(TRUSTEES)