

Financial and Administrative Report

The Village Decides

Center/ Association Name: Sanour Cooperative Association

Project Name: Repair the tractor

Project Implementation Stages:

Stage One	Stage Two	Stage Three	Stage Four
Communications between Dalia and the association	Take the tractor to the garage	Take the tractor to the painting and follow up the process	Building administrative and financial report representing actual project cost
Decide on the project	Follow up the maintenance of the tractor		
prepare a plan, budget, and purchase offers	Make a agreement with the garage responsible		
Open purchase offers in the present of Dalia association			

The role of the Association and the local society in carrying out the project:

- 1- Search for local resources
- 2- Monitoring the implementation of project in all stages.

3- Implementing project.

The Role of Dalia Association (financially and administratively):

- 1- Give the grant of the project
- 2- Building the association capacity on how to prepare plans, budgets, and financial and administrative reports.
- 3- Providing guidance and counsel to the Association concerning the project.

The effect of the grant on the Center/ Association financially:

- 1- Reactivate the association
- 2- Providing income to the association and ensuring its sustainability.
- 3- Financial independence and self reliance.

The effect of the grant on the Center/ Association concerning:

❖ **Relationships inside association:**

1. Better communication
2. Strengthen cooperation

❖ **Relationships with other Institutions:**

1. Mutual coordination
2. Expertise exchange
3. Cooperation

❖ **Relationships with local society:**

1. Building strong relations
2. Social interdependence
3. Continuity of cooperation

Budget: Dalia's grant 6950 Nis

No.	Items	Total Cost	Center Contributions	Local Society Contributions	Dalia Contributions	Contributors Names
1-	tires	4400 Nis	1900 Nis	250 Nis	2250 Nis	
2-	Spare parts	5050	3450		1600	
3-	Painting	1380 Nis		80 Nis	1300 Nis	
4-	Maintenance	1750 Nis	250 Nis	200 Nis	1300 Nis	

5-	Prepare a budget	497 Nis	40 Nis	57 Nis	400 Nis	
6	fuel	340 Nis	240 Nis		100 Nis	
7	Loading the tractor	250 Nis	200 Nis	50 Nis		
8	Maintenance of electricity network	350 Nis		350 Nis		
	Total	14017 Nis	6080Nis	987 Nis	6950 Nis	