Financial and Administrative Report

Women Supporting Women

Center/ Association Name: Al-Ouja Cooperation for Rural Development

Project Name: Sheep Breeding

Project Implementation Stages:

Stage One	Stage Two	Stage Three	Stage Four
Conducting a meeting for the administrative Committee to decide on the project	Conducting a meeting to open purchase offers	Buying trough	Buying sheep food
Distributing tasks to members	Choosing best purchase offers and contacting them	Buying sheep	Contacting a vet
Getting purchase offers	Preparing the place of the project	Buying fodder	Administering project
	Making agreement with the person who's going to implement the project	Buying medicines and vaccines	Following up with the ministry
	Having a theatrical practical training		Getting to stage of birth of new sheep, milking sheep, and making dairies

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

1- Getting purchase offers

2- Communicating with local society

3- Following up with Dalia Association

4- Following up with sellers and traders before purchasing materials

The Role of Dalia Association (financially and administratively)

1- Conducting workshops on how to make plans and budgets

2- Helping the association in bringing purchase offers

3- Helping the association in writing financial and administrative reports

4- Guiding them in legal matters

The effect of the grant on the Center/ Association financially

1- Building the abilities of the members

2- Having it’s own project

3- Exchanging expertise with other institutions

4- Documenting all papers

5- Working in accordance with a financial system

The effect of the grant on the Center/ Association concerning

- **Relationships inside association**

  1. Planning before starting any project
  2. Having more activities within the association
  3. Conducting meeting with the administrative committee before starting the project
  4. Baring in mind the possibility of success and failure

- **Relationships with other Institutions**

  1. Cooperation with other institutions
  2. Exchanging expertise
  3. Knowing about purchase processes

- **Relationships with local society**

1. Communicating with local society through the Coalition of Jericho and Valleys
2. Having support and help from local society
3. Encouraging other institutions to do similar project

Budget:

No.	Items	Total Cost	Center Contributions	Local Society Contributions	Dalia Contributions	Contributors Names
1-	Sheep	**10700**	**700**	**-**	**10000**	Dalia Association
2-	Fodder	**1400**	**1400**	**-**	**-**	-
3-	Veterinary Medicines	**900**	**900**	**-**	**-**	-
4-	Sheep development	**250**	**-**	**250**	-	Hanin Mohammad
5-	Distributing Purchase offers	**200**	**200**	**-**	**-**	Insherah Abd-Al Hameed

6-	Distributing Purchase offers to traders and sellers	**300**	**300**	**-**	**-**	Abeer Hassan
7-	Distributing Purchase offers to farmers	**250**	**250**	**-**	**-**	Khawla Hassan
8-	Participation in work process	**200**	**200**	**-**	**-**	Maha Abu Aqel
9-	Transferring sheep to and from the headquarter of the association	**400**	**-**	**400**	**-**	Mahmoud Njoum
10-	Transferring sheep from Jericho to Al-Ouja	**400**	**-**	**400**	**-**	Mahmoud Njoum
11-	Fodder and trough cost for one year	**250**	**-**	**250**	**-**	Khawla Hassan
	Total	**15250**	**3950**	**1300**	**10000**	