

**Sample: Utilisation Worksheet for FCRA Accounting & Reporting**

							<i>Figures in Rs.</i>
	Cultural	Econ.	Edu.	Social	Admin.	F. Assets	Total
<b>Donor X</b>							
Honorarium - Field Workers					150,000		150,000
Doctors' Fee				120,000			120,000
Rent for Clinics				50,000			50,000
Celebration of Festival	75,000						75,000
Skill Training Program		150,000					150,000
Health Camps				70,000			70,000
Audit Fees					20,000		20,000
Computers						50,000	50,000
Ambulance Purchased						500,000	500,000
Ambulance Running				20,000			20,000
Travel Expenses					60,000		60,000
<b>Total Donor X</b>	75,000	150,000	-	260,000	230,000	550,000	1,265,000
<b>Donor A</b>							
Part honorarium of Executive					300,000		300,000
Salaries - Teachers			250,000				250,000
School Rent			60,000				60,000
Office Rent					12,000		12,000
Gandhi Jayanti Celebration				20,000			20,000
Counselling for Students			50,000				50,000
Village Group Meetings				36,000			36,000
PTA Meetings			12,000				12,000
Audit Fees					15,000		15,000
School Building Extension						200,000	200,000
Accountant Salary					60,000		60,000
Electricity for Schools			60,000				60,000
<b>Total Donor A</b>	-	-	432,000	56,000	387,000	200,000	1,075,000
<b>Other donors / interest / own FC funds</b>							
Eye Camps				70,000			70,000
Honorarium to Executive Director					100,000		100,000
Office Rent					30,000		30,000
Travel for GB meetings					20,000		20,000
Audit Fees					25,000		25,000
Laptop						45,000	45,000
Accountant Salary					25,000		25,000
Travel Expenses					70,000		70,000
<b>Total Other Donors / Funds</b>	-	-	-	70,000	270,000	45,000	385,000
<b>Total Utilised</b>	75,000	150,000	432,000	386,000	887,000	795,000	2,725,000