

Teachers Refresher Course Committee Consolidated Forecast 2019 5+7

	Actual	Actual	Actual	Actual	Actual	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Memo: 2018 Actual	Change
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total		
Income															
MoE Contracts	35,230	35,230	209,480	55,230	55,230	55,230	55,230	55,230	55,230	55,230	55,230	55,230	757,010	419,243	337,767
Course Fees	38,064	209	(406)	54,144	12,730	-	-	-	-	100,800	20,160	-	259,500	263,956	(4,456)
Interest received	17	76	15	17	16	24	24	24	24	24	24	24	288	286	2
Sundry Income	-	-	-	-	-	-	-	-	-	-	-	-	-	4,313	(4,313)
Total Income	73,311	35,515	209,089	109,391	67,976	55,254	55,254	55,254	55,254	156,054	75,414	55,254	1,016,798	687,798	329,000
Direct Costs															
PLD Course Expenses															
Accommodation & Catering	39,182	913	-	34,606	4,445	-	-	-	-	81,039	16,948	-	204,237	202,060	2,177
Conference Bags	-	-	-	-	-	-	-	-	-	-	-	-	7,440	4,191	3,249
Contingency	-	-	-	-	-	-	-	-	-	900	300	-	2,400	-	2,400
Contractor - Presenters	183	-	-	-	2,870	-	-	-	-	-	-	-	-	29,352	(29,352)
Course Expenses	560	173	1,475	75	-	-	-	-	-	-	-	-	-	1,014	(1,014)
Equipment Hire	1,988	-	-	1,229	(291)	-	-	-	-	8,700	2,000	-	10,300	14,588	(4,288)
Gifts & Koha	2,159	-	-	959	-	-	-	-	-	2,000	500	-	6,000	9,181	(3,181)
Honoraria - Courses	7,500	300	217	6,850	(2,800)	-	-	-	-	15,950	4,000	-	27,000	17,315	9,685
Photocopying - Course Material	-	-	-	1,514	281	-	-	-	-	900	300	-	6,100	3,496	2,604
Planning Committee	2,919	261	(2,116)	5,259	521	-	-	-	-	6,000	2,000	-	14,300	8,966	5,334
Powhiri	-	-	-	260	-	-	-	-	-	2,000	-	-	2,000	-	2,000
Travel	28,776	(47)	(2,161)	19,533	6,332	-	-	-	-	43,486	8,857	-	108,650	127,862	(19,212)
Venue Hire	7,252	-	-	5,952	(174)	-	-	-	-	11,600	2,500	-	28,500	33,513	(5,013)
Total PLD Course Expenses	90,519	1,600	(2,585)	76,237	11,184	-	-	-	-	172,575	37,405	-	416,927	451,538	(34,611)
NoE Expenses															
Establishment Expenses	-	-	-	-	-	-	-	-	-	-	-	-	5,000	-	5,000
Koha catering	-	-	65	-	-	1,667	1,667	1,667	1,667	1,667	1,667	1,664	15,000	-	15,000
Resources	-	-	-	-	-	1,667	1,667	1,667	1,667	1,667	1,667	1,664	15,000	-	15,000
Network meeting (Subject association	-	-	-	109	881	1,000	2,000	1,000	1,000	1,000	1,000	1,000	12,000	-	12,000
Total MoE Expenses	-	-	65	109	881	4,334	5,334	4,334	4,334	4,334	4,334	4,328	47,000	-	47,000
Total Direct Costs	90,519	1,600	(2,520)	76,346	12,065	4,334	5,334	4,334	4,334	176,909	41,739	4,328	463,927	451,538	12,389
Surplus Before Overheads	(17,208)	33,915	211,609	33,045	55,911	50,920	49,920	50,920	50,920	(20,855)	33,675	50,926	552,871	236,260	316,611
Overheads															
ACC	376	-	-	-	-	-	-	-	-	-	-	-	376	440	(64)
Accounting Fees	-	3,650	3,980	1,990	2,470	1,205	1,500	-	500	-	1,000	2,000	14,100	13,993	107
Advertising & Publicity	285	47	388	115	-	12	12	12	452	12	12	452	1,904	2,421	(517)
Audit Fees	-	-	(669)	-	-	-	-	-	-	-	-	6,250	6,250	7,710	(1,460)
Bank Charges	48	-	-	18	-	-	12	-	-	12	-	-	82	59	23
Bad Debts Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

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	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	2018	Change
														Actual	
Cleaning	165	-	227	7	220	110	117	110	117	110	117	110	1,362	1,375	(13)
Computer Expenses	541	1,146	1,530	1,165	467	745	630	630	630	630	630	630	8,944	10,758	(1,814)
Contingency - Overheads	-	-	-	-	-	200	200	200	200	200	200	200	2,400	-	2,400
Depreciation	400	400	400	400	400	400	400	400	400	400	400	400	4,800	4,163	637
Electricity	136	214	135	194	206	135	135	135	135	135	135	135	1,960	1,993	(33)
General Expenses	-	-	-	-	-	70	20	20	20	20	20	20	290	92	198
Governance	-	-	-	276	345	3,200	100	100	100	100	100	100	4,300	-	4,300
Insurance	-	-	-	1,238	-	-	-	-	-	-	-	-	1,350	1,260	90
Interest Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Lease Expenses	70	70	70	70	70	70	70	70	70	70	70	66	836	836	-
Loss on Disposal	-	-	-	-	-	-	-	-	-	-	-	-	-	466	(466)
Office Supplies	38	275	32	127	52	100	100	100	100	100	100	100	1,200	1,139	61
PLD Committee	-	139	166	115	590	3,055	455	555	555	555	555	555	9,060	9,941	(881)
Printing, Post & Stationery	845	817	458	(1,054)	72	402	402	537	402	402	402	398	4,955	12,661	(7,706)
Recruitment	-	2,818	-	-	-	-	-	-	-	-	-	-	-	939	(939)
Rent	2,614	2,614	2,614	2,614	2,613	2,613	2,613	2,613	2,613	2,613	2,613	2,613	31,356	31,356	-
Repairs & Maintenance	-	-	-	-	52	100	100	100	100	100	100	150	1,300		1,300
Salaries	11,533	16,726	26,942	35,207	22,543	37,988	34,554	23,124	23,474	23,124	23,124	23,474	282,914	152,397	130,517
Staff Development	-	-	-	60	46	335	-	-	330	-	-	350	1,350	606	744
Strategic Reviews	-	-	-	-	-	-	-	-	-	-	-	-	-	6,000	(6,000)
Telephone	352	379	604	828	419	411	411	411	411	411	411	411	4,893	4,000	893
Travel and Accommodation	-	3	768	1,048	559	2,808	2,808	2,808	2,808	2,808	2,808	2,812	30,992	2,858	28,134
Website	1,506	240	1,030	209	1,828	240	240	240	240	240	240	240	2,880	6,167	(3,287)
Total Overheads	18,909	29,538	38,675	44,627	32,952	54,199	44,879	32,165	33,657	32,042	33,037	41,466	419,854	273,630	146,224
Net Surplus/(Deficit)	(36,117)	4,377	172,934	(11,582)	22,959	(3,279)	5,041	18,755	17,263	(52,897)	638	9,460	133,017	(37,370)	170,387