

EOTAS FOUNDATION

ANNUAL REPORT FOR THE YEAR ENDED

31ST DECEMBER 2014

Activity report and audited financial statements



EOTAS Foundation for Deaf children in Tanzania



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1 DIRECTORS' REPORT

In compliance with the EOTAS foundation constitution and the Tanzanian financial Accounting Standard nr. 12 on Directors' Report, the directors are pleased to submit the report, auditor's report and audited financial statements of EOTAS for the year ended 31st December 2014.

The year 2014 has been used by the EOTAS Foundation to further improve and expand activities in Tanzania in order to assure sustainability of the deaf school and associated programs in Dodoma. EOTAS remains committed to empowering deaf children to build a life of dignity and self-reliance in the future for themselves. The program operates in accordance to various international human rights treaties and millennium goals, ratified by Tanzania, which specifies the right of good education for all children.

The Dodoma Deaf School continues to be the pivot point of the Deaf Education Program in Tanzania. With the school as the centre of activities, other programs are implemented around it in line with available resource, required for each program. Furthermore a strategy is under development to make the school self-reliant in the future, whereby only Government support and Income Generating Activities will have to fulfil all the requirements of the school and associated programs. This strategy will take some time to develop and will be adjusted according to prevailing circumstances in Tanzania.

This annual report discusses the following six main activities during the year 2014:

- 1) Support to the Dodoma Deaf School,
- 2) Cooperation with other organisations,
- 3) Partnership developments with DCT
- 4) Income Generating Projects and Vocational Training,
- 5) Construction activities.
- 6) Supplementary Services.

General information of the EOTAS Foundation

Name:	Environment Oriented Training And Support (EOTAS)		
Office:	Camp Holland Compound, Plot 328 Kilimani, P.O. Box 2696, Dodoma, Tanzania.		
Phone:	+255 752 - 887534		
Email/ website:	info@eotasfoundation.org / www.eotasfoundation.org		
Reg. Nr.:	00NGO/1870		
Bank Details:	<u>National Bank of Commerce</u> : PO Box 1443 Dodoma. Account nr.: 029201010391; Swift code: NLCBTZTX		
Board Members:	Chairperson:	Mr. Ganana Kamwela	
	Secretary:	Mr. Isaac Mtemi	
	Treasurer:	Ms. Mary Nsinyi	
	Program Director:	Mr. Robin van Donkersgoed	
	Members:	Head Teacher:	Mr. Kennedy Maingu,
		Teacher:	Mrs Pelagia Mushi
Target group representative: Hawa Awesso			

2 Support to the Dodoma Deaf School

The Dodoma Deaf School started 2014 with 2 groups in preschool and 9 groups in Primary Education. Children in preschool level may continue there for one or two years depending on their personal progress. According to government regulation the primary school classes are divided as follows: 1a, 1b, 2, 3a, 3b, 4, 5a, 5b, 6, 7. This system results in a total of 10 years of primary school education for deaf children as opposed to 7 years for regular primary education. The extra years were put in place to give the deaf children more opportunity to take in the information presented during the lessons. Division of classrooms, children, hearing teachers and deaf teachers at the end of the year was as follows:

Group	boys	girls	Government		EOTAS	
			Hearing Teacher	Deaf Teacher	Hearing Teacher	Deaf Teacher
Preschool	6	7			Mrs. Shomari	
1a	5	7				Ms. Mkunde
1b	1	5	Mrs. Msava			
2	5	4	Mrs. Mushi			
3a	2	7				Mrs. Modesta
3b	2	4		Mrs. Tausi		
4	2	6	Mrs. Sakina, Mrs. Faustina			Mr. Godfrey
5a	2	4	Mrs Mligo, Mrs Ngiliule			
5b	3	8	Mr. Kunambe, Mrs Nyaulingo			Mr. Isema
6	3	4	Mr. Chipalo	Mr. Kessy		
7						
Head teacher			Mr. K. Maingu			
TOTAL Nr:			9	2	1	4

The running of the school and well-being of the children is further strengthened by the following staff:

- Two office girls;
- Three cooks at school;
- One patron and one matron;
- Two maintenance people;
- Five guards;
- One housekeeper at Camp Holland
- One school manager
- One Program Director.

Due to shortage of buildings has the school decided to combine groups in the same classrooms. In addition the school is using three of the boarding houses as temporary classrooms for primary education. EOTAS provides the following assistance together with The Liliane Foundation from the Netherlands:

- Travel support for pupils and their parents, when required.
- Payment of allowances for assistant teachers.
- Medical care including hospital visits for the children.
- Provision of tea, porridge and small snacks during mid-morning break.
- Funding of boarding facilities and caretakers for 62 children, who failed to go home daily due to distance or domestic problems.

As a result of the assistance of EOTAS the school continues to expand. Still the school faces many challenges as follows:

- Shortage of 6 classrooms during the year 2014.
- Insufficient funds to take care of more children in boarding. Many deaf children are denied their right to receive good care and an education, because of distance and/or problems at home.
- Shortage of sufficiently trained teachers who are capable of using sign language to support the children in communication, in their whole social- and learning development and understand the psychological needs of deaf children.
- By the end of the year 83 children were registered at the school. In reality an average of 74 children would show up daily. Often different parents find the challenges of daily survival to great to assure that their children attend school every day. Few parents give the education of their deaf child the importance it requires. This is one of the reasons why participation in sign language training and close contact with the school is hard to realise amongst all parents.

3 Cooperation with other organisations

- EOTAS acts as a mediator for the Liliane Foundation from the Netherlands to assure that deaf children are given the opportunity to attend school and stay in boarding when required, due to distance or other issues at home. Thanks to this cooperation, 82 children have received direct sponsorships and as a result they were able to attend school daily.
- EOTAS works together with the Anglican Church in Dodoma (DCT) and the Municipality of Dodoma in the management of the Dodoma Deaf School. The organisation provides funding, management coaching, and financial and administrative support. The DCT takes responsibility for daily management of the school and the boarding facility. The Dodoma municipality is responsible for providing salaries of trained teachers and basic food for the children in boarding.
- On a nationwide approach EOTAS works together with Global Deaf Connection/USAID from America in developing a teacher training program for deaf students. Under this program deaf Secondary graduates will be given the opportunity to enter teacher training college and become teachers for deaf primary education pupils. EOTAS assists with financial management, networking and office facilities.
- Further cooperation continues with the Special Education Unit at the Ministry of Education in Dar Es Salaam on selection of suitable teachers for the Dodoma Deaf School and planning expansion of the school and the deaf education program.
- Wanaziwi Foundation from the Netherlands manages the Art and Craft training Centre in collaboration with EOTAS Foundation. The Centre experienced some delays due to the heavy workload of key-personnel. It is expected that in the coming year children will be offered the opportunity to start learning the basics in tailoring and use of sewing machine. The Centre will also continue to make products as Income Generating Training Activities. Revenue from sales of products will be used to support the tailoring training program.
- Shuleni Foundation from the Netherlands provides expertise and financial support on an individual child basis, thus enabling EOTAS to improve specifically pre-primary education.

4 Partnership development with DCT

As reported in previous Annual Reports, EOTAS has been exploring possibilities of finding a suitable partner to take over the Dodoma Deaf School in the future. In 2010 a tentative agreement of transfer was reached and signed with the Anglican Church in Dodoma (DCT). To make this agreement valid, there are several procedures to be followed and agreements to be reached on correct use of property and other resources to assure the school will continue to perform well.

This process requires first obtaining all the appropriate documentation on legal ownership and sponsored construction and acquisition of property. Furthermore an appropriate Memorandum Of Understanding needs to be agreed upon, which will document all the details of the school management. Upon completion of these procedures the transfer of property can be realised including value, appropriation of property and time frame of the actual transfer. During this process DCT will remain the preferred institution to take over the Dodoma Deaf School and supporting Income Generating Activities, in case the organisation ceases to work in Tanzania.

5 Income Generating Projects and Vocational Training

Many deaf youths fail to continue in Secondary education after finishing primary education. The provision of practical skills through recognized Vocational training institutes offers a solution to some of the deaf youths. EOTAS supports deaf youths who show a high level of motivation and hard work to succeed at their studies. Currently EOTAS works together with Wanaziwi Foundation from the Netherlands in setting up a tailoring project for deaf women. The project is carried out in the Wanaziwi Tailoring Centre on the school grounds of the Dodoma Deaf School. The project experienced several delays due to the heavy workload of key-personnel and other circumstances beyond our control. As result of a training program carried out by Hennie Hoek in November the tailoring activities are now well organised and are expected to be expanded and improved during 2015.

The practical training facility, which is expected to facilitate training in carpentry, mechanics, electrical and plumbing is still under construction. Due to various circumstances outside of the organisation's control, there have been significant delays with the construction. However in 2014 construction has progressed again in big steps and an effort will be made to complete this project at earliest possible opportunity.

In general the policy is that once deaf students have finished their studies successfully they may apply for a position within the school or in any other organisation or business. It falls outside the scope of EOTAS to guarantee students work, but the organisation will assist as a mediator between potential employers and a deaf candidate. If the school needs assistance, then a deaf person, who has finished his/her studies successfully, may be required to work at the school under normal employment conditions.

6 Supplementary Services

In addition to facilitating education for deaf children, EOTAS aims to improve and expand provision of Audiometry, Otoscopy, Hearing Aid Fitting and Counselling for parents. These activities are aimed to improve the communication of the children with their environment.

The audiometry and hearing aid program has been in existence for several years, but currently needs suitable personnel to improve and expand it further to reach the desired quantitative and qualitative level to be as effective as envisaged. The process of finding the right people who can manage this program without supervision proves to be challenging and is still ongoing. Currently children are assisted with hearing aids from the Netherlands with support from Nienke Munting and "Beter Horen", until a more permanent and sustainable solution can be found.

7 Support Activities and main events

During the year 2014 EOTAS carried out the following activities:

- The eight rental apartments in Kilimani have become an important part of financial support for the school. Although occupation of the apartments was lower than expected, the apartments still managed to contribute approximately 16.4% to the EOTAS share of expenses of the running cost of the school.
- In October 2013 the school received two volunteers (Lonneke and Amy) who helped the children with many learning activities. In January 2014, one of the volunteers, Lonneke van Bladel returned to the school for 3 months to continue with her assistance of the deaf Children.
- Construction of the practical training facility continued in the period of June to September 2014 and walls were completed and roof and windows were installed. The facility still needs a concrete

floor, equipment and wall plastering. However it can be used for ongoing technical work and some practical exercises. Work continues in accordance with available funds

- In July 2014 Monique and Isabel from Shuleni (NL) came to the school to advise on Montessori teaching practices and assist with making photos for sponsoring purposes.
- In August 2014 the school received a group of volunteers from the Netherlands, who helped with the construction of the playground for the young children.
- The Wanaziwi tailoring studio has been completed in October 2014, prior to an intensive training program carried out by Hennie Hoek from the Netherlands under the Wanaziwi program in November.
- In November 2014 Gerard Pape from the Netherlands trained some of the children in basic mechanics at our training facility.
- In November 2014 Nora and Nikki helped out at the school with improvements and modifications of the playground, to make it safer and more suitable to the children at school.
- The school also received support from Menonite Church Community (MCC) with setting up an Agriculture project with chicken farming and growing vegetables on the school grounds.
- The Government of Tanzania helps the school with regular health check and inoculation programs for the children.
- Throughout the year EOTAS has many more support and implementation activities to assure improvement and expansion of the Dodoma Deaf School. More information on these activities is also available in the periodic newsletters.

8 Result of the objectives set for 2014

The priorities of EOTAS are determined by the needs of deaf children, their parents, the school and general cooperation of authorities. This means that from time to time short term targets will be adjusted due to new urgent needs arising or change of general policies. The following objectives have been achieved in 2014:

- Due to unfortunate and untimely death of the Bishop of the Anglican Church, Bishop Ndimi, the church has been pre-occupied with re-organisation and no further developments can be reported on the proposed transfer of the Deaf School, responsibilities and property to the Anglican Church.
- Training of teachers in sign language and deaf education continues, but proves a difficult job in Tanzania, due to challenging work conditions, work attitudes and general policies from local authorities.
- The playground has been constructed in July 2014. There is still room for further improvement and expansion, which will take place in due time when there are funds available for these activities.
- The practicals training facility has moved ahead thanks to some funding through connections of Shuleni (NL). The roof, windows and doors have been installed and the building can be locked up when so required.
- The school has now 13 government teachers and continues to negotiate for additional teachers in order to keep up with the growing need of education for deaf children at the school.
- Construction of additional buildings of the proposed Vocational training Centre has not developed further during 2014 due to lack of funding.

9 Objectives for 2015

The priorities of EOTAS are determined by the needs of deaf children, their parents, the school and general cooperation of authorities. This means that from time to time short term targets will be adjusted due to new urgent needs arising or change of general policies. The following objectives are set for 2015:

- EOTAS and the Diocese of Central Tanganyika will further investigate the possibilities of the proposed transfer of the Dodoma Deaf School and all property. During this process the interest of education for the Deaf Children and sustainability of the Dodoma Deaf School remains the main focus point.
- Negotiations with the government must lead to further improvement of support for the education of children at the Deaf School. This is challenging process, as the education of deaf children is not seen as a priority by authorities. Nevertheless it is expected that we do make progress in due time and that more responsibilities are carried by the Tanzania Government.
- Continued training of all teachers to become measurably better skilled and confident in using sign language at school.
- Further construction and utilization of the practical vocational training centre. We aim to lay the floor, finish plastering, build an instruction room and obtain tools and equipment.
- Appointment of sufficient qualified deaf teachers for all the classrooms. The school needs an additional 2 teachers for 2015.
- Construction of small boarding facility for the proposed Vocational training Centre, specifically for children who have need to stay at school in order to follow a vocational training program.
- Construction of buildings for the Primary school with initial focus on the dining room. Administration building and classroom. This project received funding from the Liliane foundation specifically for these building projects.
- Development of Individual Vocational Training Manuals, for individualized training of deaf children, so they can learn at their own pace. This project received funding from the Liliane foundation specifically for these training projects.

10 Statement of responsibilities.

The following financial report explains the general income, expenses and balance of EOTAS in Tanzania. Insurance, airfares and allowances for the program coordinator are paid by EOTAS in the Netherlands and do not burden the Tanzanian organisation. All Board members of EOTAS are volunteers and do not receive a regular allowance for their position. They do receive a travel and food allowance when they attend periodic meetings.

The Board members are responsible for preparing the annual report and the financial statements in accordance with applicable law in Tanzania and Generally Accepted Accounting Practice. The NGO Act No. 24/2002- section 2 of Tanzania requires the NGO to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the NGO.

Reconciliation of all outstanding loan accounts causes a larger than usual re-adjustment in the financial report. The small loans occurred over a period of several years and repayments were intermingled with other activities. This issue has been corrected and due to improved strategies will not occur again.

In preparing those financial statements the Board is required to:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed;
- Prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the group will continue in business.

The Board is responsible for safeguarding the assets of the organisation and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. This report and accounts comply with all current statutory requirements and the requirements of EOTAS' Constitution.

In accordance with the NGO act No 24/2002, as the Board members of the NGO, we certify that:

- so far as we are aware, there is no relevant audit information of which the charity's auditors are unaware;
- We have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.
- All information presented in this report is true and accurate in relation to activities and financial statements of the NGO.

On behalf of the Board of Directors
Program Director
05 March 2015

Dated: 31/3/2015

Signed: 

Chairman

Signed: 

Secretary

11 REPORT OF THE AUDITOR

We have audited the financial accounts of Environment Oriented Training and Support for the year ended on 31st December 2014 and the related statements of financial position, comprehensive income, Receipts and Payments, Cash flows and changes in equity for the year then ended.

Preparation of these Financial Statements is the responsibility of the Board of Directors. Our responsibility is to express an opinion on these Financial Statements based on our audit.

We conducted our audit in accordance with International Standards on Auditing. These standards require that we plan and perform the audit to obtain reasonable assurance about whether financial statements are free of material misstatement. An audit includes examination on a test basis, evidence supporting the amount and disclosures in the ENVIRONMENT ORIENTED TRAINING AND SUPPORT (EOTAS) financial statements. An audit also includes assessing the accounting principles used and significant estimates made by Management and internal control measures as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion:

The financial statements give a true and fair view of the financial position of the Non-Governmental Organization as of December 31st 2014, and of the results of its operations, its financial position and cash flows for the year then ended in accordance with International Financial Reporting Standards for Small and Medium Enterprises (SME's) and comply with The Non-Governmental Organization Act 24 2002.

KEEN ACCOUNTANTS AND AUDITORS, TAX AND BUSINESS CONSULTANTS.
(Certified Public Accountants)



M.K. MUSYANGI- ACPA-PP

**KEEN ACCOUNTANTS, AUDITORS,
TAX & BUSINESS CONSULTANTS**
P. O. Box 1491
DODOMA

DODOMA - TANZANIA

DATE: 1/4/2015

12 Statement of financial position as at 31st December, 2014

ASSETS EMPLOYED	NOTE	31.12.2014 Tsh	31.12.2013 Tsh
Fixed assets (Net)	2	610,000	762,847
TOTAL		610,000	762,847
CURRENT ASSETS			
Sundry Debtors and Prepayments	3	0	5,631,212
Cash at Bank and in hand	4	23,780,387	31,946,471
TOTAL		23,780,387	37,577,683
Current liabilities			
Auditing fees		1,000,000	1,000,000
Cash and debtors held for school	3, 4	23,780,387	37,577,683
WORKING CAPITAL		-1,000,000	-1,000,000
TOTAL NET ASSETS		-390,000	-237,153
REPRESENTED BY			
Accumulated funds		-5,964,119	-802,011
Surplus/Deficit		5,574,119	564,858
TOTAL		-390,000	-237,153

Notes 1 to 12 form part of these financial statements.

Signed: 

Chairman

Date: 31/3/2015

Signed: 

Program Director

Date: 28/3/2015

13 Statement of comprehensive income for the year ended 31st December 2014

INCOME	NOTE	31.12.2014 Tsh	31.12.2013 Tsh
Funds from donors	6	13,296,000	8,894,113
Ammortization	5	48,000	60,000
Interest	7	1,047,755	0
Repayment of loans	3	5,631,212	1,660,042
TOTAL		<u>20,022,967</u>	<u>10,614,155</u>
GRAND TOTAL		<u>20,022,967</u>	<u>10,614,155</u>
LESS: EXPENDITURE	8		
Administration/General		305,000	1,469,113
Human Resources		8,165,000	4,874,500
Tools and equipment		2,611,000	789,500
Travel expenses		520,000	475,000
Direct sponsoring		815,000	815,000
Communications		280,000	351,000
Workshops/meetings		600,000	120,000
TOTAL		<u>13,296,000</u>	<u>8,894,113</u>
Depreciation	2	152,848	155,184
Auditing fees		1,000,000	1,000,000
TOTAL		<u>1,152,848</u>	<u>1,155,184</u>
INCOME VERSUS EXPENDITURE			
TOTAL		<u>5,574,119</u>	<u>564,858</u>

Notes 1 to 12 form part of these financial statements.

Signed: 

Chairman

Date: 31/3/2015

Signed: 

Program Director

Date: 28/3/2015

14 Statement of cash flow for the year ended 31st December, 2014

CASH FLOW FROM OPERATING ACTIVITIES	NOTE	31.12.2014 Tsh	31.12.2013 Tsh
Receipts from staff loans	3	5,631,212	1,660,042
Kilimani funds on behalf of DCT	4a	3,025,588	5,316,700
other receipts	7	1,047,755	0
NGO's office expenses	8	-13,296,000	-8,894,113
Loans granted	3	0	-1,338,820
TOTAL		-3,591,445	-3,256,191
CASHFLOW FROM INVESTING ACTIVITIES			
Disposal of fixed assets	7	0	0
CASH FLOW FROM FINANCING ACTIVITIES			
Receipts from donors	6	138,061,350	113,895,426
School expenses	9	-46,501,277	-54,648,128
Support projects	10	-96,134,712	-57,953,980
TOTAL		-4,574,639	1,293,318
Net increase/ (Decrease) in cash		-8,166,084	-1,962,873
Cash at beginning of period		31,946,471	33,909,344
Cash at end of period		23,780,387	31,946,471

Notes 1 to 12 form part of these financial statements.

Signed: _____

Chairman

Date: _____

31/3/2015

Signed: _____

Program Director

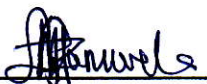
Date: _____

28/3/2015

**15 Statement of equity/accumulated funds for the year ended 31st
December 2014**

	31.12.2014 Tsh	31.12.2013 Tsh
ACCUMULATED FUNDS		
Opening Balance	-237,153	-505,008
Ammortisation	192,000	240,000
Disposal	0	0
Adjustment	-5,918,966	-537,003
SUB-TOTAL	-5,964,119	-802,011
Deficit/surplus	5,574,119	564,858
TOTAL	<u>-390,000</u>	<u>-237,153</u>

Notes 1 to 12 form part of these financial statements.

Signed: 

Chairman

Date: 31/3/2015

Signed: 

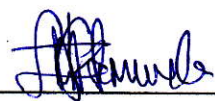
Program Director

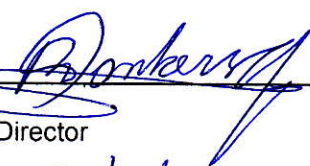
Date: 28/3/2015

**16 Statement of Receipts and Payments for the year ended
31st December 2014**

RECEIPTS	NOTE	31.12.2014 Tsh	31.12.2013 Tsh
Liliane Foundation	6	44,264,000	38,554,964
Private donations	6	872,384	200,000
EOTAS-Netherlands	6	66,382,741	25,511,684
Kilimani funds managed for DCT	4a	3,025,588	5,316,700
GDC	6	26,542,225	49,628,778
Others	7	1,047,755	0
Repayments of loans	3	5,631,212	1,660,042
Opening Balance	--	31,946,471	33,909,344
TOTAL		179,712,376	154,781,512
PAYMENTS			
NGO office expenses	8	13,296,000	8,894,113
School	9	46,501,277	54,648,128
Support projects	10	96,134,712	57,953,980
Loans granted	3	0	1,338,820
TOTAL		155,931,989	122,835,041
CLOSING BALANCE		23,780,387	31,946,471

Notes 1 to 12 form part of these financial statements.

Signed: 
Chairman
Date: 31/3/2015

Signed: 
Program Director
Date: 28/3/2015

17 Notes to the financial statements for the year ended 31st December 2014

17.1 Note 1 - ACCOUNTING POLICIES

Funding policies:

- EOTAS-Tz seeks, receives and manages funds from donors, on behalf of the Dodoma Deaf School and post-primary deaf students.
- EOTAS makes all payments on behalf of Post-Primary Students.
- EOTAS receives income from donors in the form of grants.

Ownership and management of property:

Property acquired by EOTAS-Tz for the purpose of supporting Deaf Education in Dodoma continues to be managed by the organisation during the running of the project. All property are considered to be entrusted to DCT for the purpose of improving and expanding Deaf Education in Dodoma region.

Fixed assets:

Rates of depreciation used in the accounts for fixed assets are:

- | | |
|--------------------------|-----|
| • Computers and printers | 20% |
| • Furniture | 10% |
| • Motor vehicle | 50% |
| • Motor bike | 25% |

Depreciation is charged in full in the year of purchase.

The School Management:

- The school is managed by the Head teacher under the School Committee comprising of representatives from DCT, Teachers and parents.
- Financial resources for running and expansion of the school are availed through EOTAS Foundation.

17.2 Note 2 Fixed assets

S/N	Particulars	Cost			Total	Disposal	Grand total	Depreciation					Nett book value 2013	Ammort. 2013	Nett book value 2014	Ammort. 2014
		Opening	Added purch.	Added don.				Opening	Additions	Total	Disposal	Grand total				
1																
2	Laptop Acer	240,000			240,000		240,000	48,000	0	48,000		48,000	240,000	60,000	192,000	48,000
3	Laser Printer HP	39,321			39,321		39,321	7,864	0	7,864		7,864	39,321	19,661	31,457	7,864
4	Desk (main)	451,080			451,080		451,080	90,216	0	90,216		90,216	451,080	56,520	360,864	90,216
5	Chair (Executive)	17,664			17,664		17,664	3,533	0	3,533		3,533	17,664	8,832	14,131	3,533
6	Chair (Secretary)	4,667			4,667		4,667	1,167	0	1,167		1,167	4,667	4,667	3,500	1,167
7	Chair (plastic) x2	896			896		896	224	0	224		224	896	896	672	224
8	Desk (Secretary)	1,846			1,846		1,846	369	0	369		369	1,846	922	1,477	369
9	Shelves (filing)	3,687			3,687		3,687	737	0	737		737	3,687	1,843	2,949	737
10	Shelves (small)	3,687			3,687		3,687	737	0	737		737	3,687	1,843	2,949	737
	TOTAL	762,847	0	0	762,847	0	762,847	152,848	0	152,848	0	152,848	762,847	155,184	610,000	152,848

17.3 Notes 3 - 6

	31.12.2014 Tsh	31.12.2013 Tsh
NOTE 3 LOANS TO STAFF		
Opening Balance	5,631,212	6,263,906
Additions	0	1,338,820
Adjustments	0	-311,472
Repayments	5,631,212	1,660,042
Closing balance	0	5,631,212

NOTE 4 CASH AT BANK AND IN HAND		
Cash at Bank	18,110,150	26,629,771
Cash on behalf of DCT (note 4a)	3,025,588	5,316,700
Cash in hand	2,644,649	
TOTAL	23,780,387	31,946,471

NOTE 4a Kilimani cash managed on behalf of DCT for exclusive use of Dodoma Deaf School		
Opening balance	5,316,700	11,637,700
Deposited in bank	9,470,000	6,000,000
Received in cash	23,299,738	38,109,950
Sub-total	38,086,438	55,747,650
Less compound expenses	25,995,350	30,125,950
Less Education support	9,065,500	20,305,000
Sub-total	35,060,850	50,430,950
TOTAL	3,025,588	5,316,700

NOTE 5 GRANTS AMMORTISATION		
Opening Balance	240,000	0
Laptop donation		300,000
Ammortization	60,000	60,000
Adjustments		
TOTAL	180,000	240,000

NOTE 6 Funds from donors				
Liliane Foundation		44,264,000		38,554,964
Private donations		872,384		200,000
GDC		26,542,225		49,628,778
EOTAS- Netherlands		66,382,741		25,511,684
SUB-TOTAL		138,061,350		113,895,426
Less office expenses @	9.63%	13,296,000	7.81%	8,894,113
TOTAL NET		124,765,350		105,001,313

17.4 Notes 7 – 12

	31.12.2014 Tsh	31.12.2013 Tsh
NOTE 7 Other Income		
Bank interest/ difference exchange rates	1,047,755	
Profit on disposal Motor cycle	0	0
Income from Kilimani property	9,065,500	20,305,000
Less Education support running cost	-9,065,500	-20,305,000
TOTAL	1,047,755	0

NOTE 8 OFFICE EXPENSE		
Administration/General	305,000	1,469,113
Human Resources	8,165,000	4,874,500
Tools and equipment	2,611,000	789,500
Travel expenses	520,000	475,000
Direct Sponsoring	815,000	815,000
Communications/utilities	280,000	351,000
Workshops/meetings/training	600,000	120,000
TOTAL	13,296,000	8,894,113

NOTE 9 SCHOOL EXPENSES		
See book keeping 2013 School		54,648,128
See book keeping 2014 School	46,501,277	

NOTE 10 SUPPORT PROJECTS		
See book keeping 2013 GDC		43,791,880
See book keeping 2014 GDC	22,949,623	
See book keeping 2013 Renovations		3,109,000
See book keeping 2014 Renovations	53,877,798	
See book keeping 2013 Workshop		5,096,800
See book keeping 2014 Workshop	16,336,400	
See book keeping 2013 Art and Craft Centre		5,956,300
See book keeping 2014 Art and Craft Centre	2,970,891	
TOTAL	96,134,712	57,953,980

NOTE 11 ASSETS TO BE ENTRUSTED TO DCT		
Camp Holland, Kilimani buildings + land	253,550,000	230,500,000
Camp Holland, Kilimani inventory	15,400,000	14,000,000
Kilimani TOTAL	268,950,000	244,500,000
Deaf School, buildings + land	585,570,040	495,000,000
Deaf School, inventory	27,500,000	11,315,000
Deaf School TOTAL	613,070,040	506,315,000
Grand Total assets to be entrusted	882,020,040	750,815,000

NOTE 12 CONTINGENT LIABILITIES	
The NGO has no pending litigations as at the balance sheet date.	