

Contract between

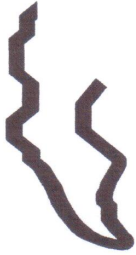
the University of Cape Town (UCT)
(African Network of Constitutional Lawyers (ANCL))
(Fund no. 437022)

and the following Funders

The Ford Foundation - New York, USA
Foundation Open Society Institute (OSI-ZUG) - Switzerland
The Open Society Initiative for Southern Africa (OSISA) - SA

Annual Report for the year ended 31 December 2011

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Financial Records Inspection Report

I have been tasked with the inspection and examination of the financial statements of UCT Fund # 437022.(ANCL), consisting of the statement of Income and Expenditure and statement of Assets and Liabilities, as set out on pages 3 to 7

The inspection has been carried out by :

- | | | |
|----|----------------------|---|
| a) | Comparing & Agreeing | all income received per the accounting records, to the contracts between UCT and :
The Ford Foundation,
OSI-ZUG, and
OSISA |
| b) | Comparing & Agreeing | all expenditure recorded in the accounting records, to the approved budgets |
| c) | Verifying | all expenditure recorded in the accounting records, to the authorised source documents |
| d) | Reconciling | all transactions between the accounting records and the bank statements, including transfers between bank accounts |
| e) | Reviewing | processes to identify possible weaknesses for improvement |

I confirm that the statements of Income and Expenditure and Assets & Liabilities, as set out in the Annual Report for the year ended 31 December 2011, on pages 3 to 7, agrees to the financial records and complies with the contracts between the University of Cape Town and each of the Funders below :

The Ford Foundation,
OSI-ZUG, and
OSISA

Charles Sivewright
22-Mar-13

University of Cape Town
Fund No. : 437022
The African Network of Constitutional Lawyers (ANCL)

	FX Rates
FORD 2010	7.4817
OSI-ZUG 2010	7.3653
OSISA 2010	6.8859
OSISA 2011	6.5294
Average	7.0656

INCOME STATEMENT : 1 Jan 2011 to 31 Dec 2011

	ACTUAL		BUDGET		VARIANCE	
	Total ZAR	Total USD	ZAR	USD	ZAR	USD
INCOME						
FUNDER INCOME	R 261,176	\$40,000	R 261,176	\$40,000		
OTHER INCOME	R 327,034	\$46,285			R 327,034	\$46,285
TOTAL INCOME	R 588,210	\$86,285	R 261,176	\$40,000	R 327,034	\$46,285

EXPENSES	R 1,179,416	\$166,924	R 261,176	\$40,000	R 918,240	\$126,924
PROFESSIONAL FEES	R 163,854	\$23,190	R 13,280	\$2,034	R 150,574	\$21,157
Research	R 104,313	\$14,764			R 104,313	\$14,764
Website & Network	R 59,541	\$8,427	R 13,280	\$2,034	R 46,260	\$6,393
TRAVEL, CONFERENCES & WORKSHOPS	R 893,204	\$126,416	R 212,482	\$32,542	R 680,722	\$93,874
Academic Exchange	R 21,692	\$3,070			R 21,692	\$3,070
Advocacy						
Honoraria, Convenor, Secretary	R 199,685	\$28,262	R 106,241	\$16,271	R 93,444	\$11,990
Meetings & Seminars	R 671,827	\$95,085	R 106,241	\$16,271	R 565,586	\$78,813
PUBLICATION & PRINTING	R 35,884	\$5,079			R 35,884	\$5,079
ADMINISTRATION	R 86,475	\$12,239	R 35,414	\$5,424	R 51,061	\$6,815
Admin Salaries						
General/Office Admin	R 86,475	\$12,239	R 35,414	\$5,424	R 51,061	\$6,815
NET PROFIT / (LOSS)	R -591,206	-\$80,639			R -591,206	-\$80,639

Surplus c/f from 2009	R 402,087
Surplus in 2010	R 343,092
Surplus c/f from 2010	<u>R 745,179</u>
Shortfall in 2011 (as above)	R -591,206
 Surplus funds at 31 Dec 2011	R 153,973

University of Cape Town

Fund No. : 437022

The African Network of Constitutional Lawyers (ANCL)

	FX Rates
FORD 2010	7.4817
OSI-ZUG 2010	7.3653
OSISA 2010	6.8859
OSISA 2011	6.5294
Average	7.0656

DETAILED INCOME STATEMENT : 1 Jan 2011 to 31 Dec 2011

	ACTUAL		BUDGET		VARIANCE	
	Total ZAR	Total USD	ZAR	USD	ZAR	USD
INCOME						
FUNDER INCOME	R 261,176	\$40,000	R 261,176	\$40,000		
FORD						
OSI-ZUG						
OSISA	R 261,176	\$40,000	R 261,176	\$40,000		
OTHER INCOME	R 327,034	\$46,285			R 327,034	\$46,285
Membership Fees	R 740	\$105			R 740	\$105
Interest Received	R 10,369	\$1,468			R 10,369	\$1,468
Reimbursement of costs	R 315,925	\$44,713			R 315,925	\$44,713
TOTAL INCOME	R 588,210	\$86,285	R 261,176	\$40,000	R 327,034	\$46,285

EXPENSES	R 1,179,416	\$166,924	R 261,176	\$40,000	R 918,240	\$126,924
PROFESSIONAL FEES	R 163,854	\$23,190	R 13,280	\$2,034	R 150,574	\$21,157
Research	R 104,313	\$14,764			R 104,313	\$14,764
Website Development	R 31,766	\$4,496			R 31,766	\$4,496
Website Monthly Hosting	R 1,734	\$245			R 1,734	\$245
Website Uploading	R 12,915	\$1,828			R 12,915	\$1,828
Website General Network	R 13,126	\$1,858	R 13,280	\$2,034	R -154	-\$176
TRAVEL, CONFERENCES & WORKSHOPS	R 893,204	\$126,416	R 212,482	\$32,542	R 680,722	\$93,874
Academic Exchange	R 21,692	\$3,070			R 21,692	\$3,070
Advocacy						
Honoraria, Convenor, Secretary	R 199,685	\$28,262	R 106,241	\$16,271	R 93,444	\$11,990
Meetings & Seminars	R 242,062	\$34,259			R 242,062	\$34,259
Conference Travel	R 176,908	\$25,038	R 61,974	\$9,492	R 114,934	\$15,546
Conference Accomodation	R 85,339	\$12,078	R 26,560	\$4,068	R 58,779	\$8,010
Conference General	R 56,698	\$8,025	R 8,853	\$1,356	R 47,845	\$6,669
Conference Translators/Interpreters	R 110,820	\$15,684	R 8,853	\$1,356	R 101,966	\$14,329
Workshops Accomodation						
Workshops Meals & per Diems						
Workshops Travel						
Workshops General						
Travel & Accomodation						
PUBLICATION & PRINTING	R 35,884	\$5,079			R 35,884	\$5,079
Publications & books	R 35,884	\$5,079			R 35,884	\$5,079
Newsletter						
ADMINISTRATION	R 86,475	\$12,239	R 35,414	\$5,424	R 51,061	\$6,815
Admin Salaries						
General/Office Admin	R 36,364	\$5,147	R 17,707	\$2,712	R 18,657	\$2,435
Bank Charges	R 4,907	\$695			R 4,907	\$695
Translations	R 45,203	\$6,398	R 17,707	\$2,712	R 27,497	\$3,686
NET PROFIT / (LOSS)	R -591,206	-\$80,639			R -591,206	-\$80,639

Surplus c/f from 2009	R 402,087
Surplus in 2010	R 343,092
Surplus c/f from 2010	R 745,179
Shortfall in 2011 (as above)	R -591,206
Surplus funds at 31 Dec 2011	R 153,973

University of Cape Town

Fund No. : 437022

The African Network of Constitutional Lawyers (ANCL)

CONSOLIDATED INCOME STATEMENT : 1 Jan 2010 to 31 Dec 2011

ACTUAL		BUDGET		VARIANCE	
Total ZAR	Total USD	ZAR	USD	ZAR	USD

INCOME

FUNDER INCOME

OTHER INCOME

TOTAL INCOME

R 1,496,292	\$210,000	R 1,496,292	\$210,000		
R 594,584	\$83,218			R 594,584	\$83,218
R 2,090,876	\$293,218	R 1,496,292	\$210,000	R 594,584	\$83,218

EXPENSES

PROFESSIONAL FEES

Research

Website Development

TRAVEL, CONFERENCES & WORKSHOPS

Academic Exchange

Advocacy

Honoraria, Convenor, Secretary

Meetings & Seminars

PUBLICATION & PRINTING

ADMINISTRATION

Admin Salaries

General/Office Admin

NET PROFIT / (LOSS)

R 2,338,990	\$326,991	R 1,596,270	\$224,000	R 742,721	\$102,991
R 487,776	R 67,904	R 418,674	R 57,534	R 69,102	R 10,371
R 296,312	R 41,267	R 194,884	R 27,000	R 101,428	R 14,267
R 191,464	R 26,638	R 223,790	R 30,534	R -32,326	R -3,896
R 1,537,445	\$215,347	R 942,227	\$133,042	R 595,218	\$82,304
R 21,692	\$3,070	R 44,758	\$6,500	R -23,066	-\$3,430
R 19,313	\$2,666	R 36,827	\$5,000	R -17,514	-\$2,334
R 395,370	\$55,274	R 340,850	\$48,771	R 54,519	\$6,503
R 1,101,070	\$154,337	R 519,792	\$72,771	R 581,279	\$81,566
R 75,134	\$10,497	R 106,863	\$15,000	R -31,730	-\$4,503
R 238,636	\$33,243	R 128,505	\$18,424	R 110,131	\$14,819
R 87,760	\$12,114	R 93,092	\$13,000	R -5,332	-\$886
R 150,876	\$21,129	R 35,414	\$5,424	R 115,463	\$15,705
R -248,114	-\$33,773	R -99,978	-\$14,000	R -148,137	-\$19,773

Surplus c/f from 2009

Net Surplus / (Shortfall) as above

Retained Profit at 31 Dec 2011

R 402,087
R -248,114
R 153,973

University of Cape Town

Fund No. : 437022

The African Network of Constitutional Lawyers (ANCL)

CONSOLIDATED DETAILED INCOME STATEMENT : 1 Jan 2010 to 31 Dec 2011

	ACTUAL		BUDGET		VARIANCE	
	Total ZAR	Total USD	ZAR	USD	ZAR	USD
INCOME						
FUNDER INCOME	R 1,496,292	\$210,000	R 1,496,292	\$210,000		
FORD	R 448,903	\$60,000	R 448,903	\$60,000		
OSI-ZUG	R 441,918	\$60,000	R 441,918	\$60,000		
OSISA	R 605,471	\$90,000	R 605,471	\$90,000		
OTHER INCOME	R 594,584	\$83,218			R 594,584	\$83,218
Membership Fees	R 2,226	\$310			R 2,226	\$310
Interest Received	R 34,345	\$4,777			R 34,345	\$4,777
Reimbursement of costs	R 558,013	\$78,131			R 558,013	\$78,131
TOTAL INCOME	R 2,090,876	\$293,218	R 1,496,292	\$210,000	R 594,584	\$83,218

	ACTUAL		BUDGET		VARIANCE	
	Total ZAR	Total USD	ZAR	USD	ZAR	USD
EXPENSES	R 2,338,990	\$326,991	R 1,596,270	\$224,000	R 742,721	\$102,991
PROFESSIONAL FEES	R 487,776	\$67,904	R 418,674	\$57,534	R 69,102	\$10,371
Research	R 296,312	\$41,267	R 194,884	\$27,000	R 101,428	\$14,267
Website Development	R 62,966	\$8,803	R 20,658	\$3,000	R 42,308	\$5,803
Website Monthly Hosting	R 4,708	\$656			R 4,708	\$656
Website Uploading	R 80,665	\$11,180			R 80,665	\$11,180
Website General	R 13,126	\$1,858	R 13,280	\$2,034	R -154	-\$176
Network	R 30,000	\$4,141	R 189,852	\$25,500	R -159,852	-\$21,359
TRAVEL, CONFERENCES & WORKSHOPS	R 1,537,445	\$215,347	R 942,227	\$133,042	R 595,218	\$82,304
Academic Exchange	R 21,692	\$3,070	R 44,758	\$6,500	R -23,066	-\$3,430
Advocacy	R 19,313	\$2,666	R 36,827	\$5,000	R -17,514	-\$2,334
Honoraria, Convenor, Secretary	R 395,370	\$55,274	R 340,850	\$48,771	R 54,519	\$6,503
Meetings & Seminars	R 480,230	\$67,136	R 375,678	\$51,000	R 104,552	\$16,136
Conference Travel	R 179,602	\$25,410	R 61,974	\$9,492	R 117,628	\$15,918
Conference Accommodation	R 85,339	\$12,078	R 26,560	\$4,068	R 58,779	\$8,010
Conference General	R 56,698	\$8,025	R 8,853	\$1,356	R 47,845	\$6,669
Conference Translators/Interpreters	R 129,820	\$18,307	R 8,853	\$1,356	R 120,966	\$16,951
Workshops Accommodation	R 23,150	\$3,196			R 23,150	\$3,196
Workshops Meals & per Diems	R 19,910	\$2,748			R 19,910	\$2,748
Workshops Travel	R 90,247	\$12,458	R 10,329	\$1,500	R 79,919	\$10,958
Workshops General	R 11,138	\$1,537	R 13,772	\$2,000	R -2,634	-\$463
Travel & Accommodation	R 24,936	\$3,442	R 13,772	\$2,000	R 11,164	\$1,442
PUBLICATION & PRINTING	R 75,134	\$10,497	R 106,863	\$15,000	R -31,730	-\$4,503
Publications & books	R 75,134	\$10,497	R 13,772	\$2,000	R 61,362	\$8,497
Newsletter			R 93,092	\$13,000	R -93,092	-\$13,000
ADMINISTRATION	R 238,636	\$33,243	R 128,505	\$18,424	R 110,131	\$14,819
Admin Salaries	R 87,760	\$12,114	R 93,092	\$13,000	R -5,332	-\$886
General/Office Admin	R 74,068	\$10,351	R 17,707	\$2,712	R 56,361	\$7,639
Bank Charges	R 8,217	\$1,151			R 8,217	\$1,151
Translations	R 68,592	\$9,626	R 17,707	\$2,712	R 50,885	\$6,914
NET PROFIT / (LOSS)	R -248,114	-\$33,773	R -99,978	-\$14,000	R -148,137	-\$19,773

Surplus c/f from 2009
 Net Surplus / (Shortfall) as above
 Retained Profit at 31 Dec 2011

R 402,087
 R -248,114
 R 153,973

University of Cape Town

Fund No. : 437022

The African Network of Constitutional Lawyers (ANCL)

STATEMENT OF ASSETS & LIABILITIES AS AT 31 DECEMBER 2011

FORD 2010	7.4817
OSI-ZUG 2010	7.3653
OSISA 2010	6.8859
OSISA 2011	6.5294
Average	7.0656

	ZAR	FX Rate	USD
ASSETS		7.06558	
Non-current Assets			
Current Assets	R 153,973		\$21,792
Staff Debtors	R 1,501		\$212
Standard Bank Current Account	R 32,739		\$4,634
UCT Account	R 11,764		\$1,665
Marketlink 374288410	R 78,014		\$11,041
FORD Foundation Fund	R 5,804		\$821
Money Market Account 07 560 852 9	R 7,744		\$1,096
Marketlink 27 498 532 2	R 16,408		\$2,322
Total Assets	R 153,973		\$21,792
Capital and Reserves			
Retained Income	R 153,973		\$21,792
Retained Income/(Accumulated Loss) prev year	R 745,179		\$105,466
Net Profit/(Loss this year)	R -591,206		-\$83,674
Minority Interest			
Non-current Liabilities			
Current Liabilities			
Total Equity and Liabilities	R 153,973		\$21,792