

**(Certificate to be given by Chartered Accountant)**

We have audited the account of *Centre for Documentation, Information, Research, Education, Communication & Training (Centre Direct), 4B Charu Villa Apt, Boring Road, Patna, Bihar, PIN 800001*, registered vide no. 295 of 1993-94 in the State of Bihar (under Societies Registration Act, 1860) for the year ending 31st March, 2024 and examined all relevant books and vouchers and certify that according to the audited account:

- i) The brought forward foreign contribution at the beginning of the year 2023-24 was Rs. 1,37,55,199.97;
- ii) Foreign contribution of/worth Rs. 1,66,81,711.17 was received by the association during the year 2023-24;
- iii) Interest accrued on foreign contribution and other income derived from foreign contribution or interest thereon of/worth Rs. 3,48,447.70 was received by the association during the year 2023-24;
- iv) The balance of unutilized foreign contribution with the association at the end of the year 2023-24 was Rs. 76,41,548.22.
- (v) Certified that the Association has maintained the accounts of foreign contribution and records relating thereto in the manner specified in section 19 of the Foreign Contribution (Regulation) Act, 2010 (42 of 2010) read of rule 17 of the Foreign Contribution (Regulation) Rules, 2011.
- vi) The information furnished in this certificate and in the enclosed Balance-Sheet and Statement of Receipt & Payment is correct as checked by us.
- (vii) The association has utilized the foreign contribution received for the purpose(s) it is registered/granted prior permission under the Foreign Contribution (Regulation) Act, 2010 (42 of 2010).

Place: Patna

Date: August 2, 2024

For R J Kumar & Company  
Chartered Accountants

 (Jayant Kumar)  
Partner  
M.No.: 429759 FRN. – 021938C  
UDIN -24429759BKDGWG4104

**THE CENTRE FOR DOCUMENTATION, INFORMATION, RESEARCH, EDUCATION, COMMUNICATION & TRAINING, PATNA 800001**

Statement of Receipts & Payment of Foreign Contribution  
For the year ended 31st. March, 2024

Receipts		Payments	
<b>Opening Balance :</b> Book Overdraft with : Bank of Baroda, S.K. Puri, Patna (SB a/c no. 18630100002788) FD with Bank of Baroda, Patna (Including Accumulated Interest) Bank of Baroda, TDH BMZ Project State Bank of India, New Delhi Project Advance	5,994.22 1,31,36,101.72 4,74,311.09 1,23,810.94 14,982.00	<b>Foreign Contribution Section Expenses :</b> As per Annexure 'B'	2,31,43,810.62
<b>Foreign Contributions :</b> British Asian Trust Kawach Phase II Educate Girls Maitri Cohort-3 Project TDH-BMZ Project Educate Girls-Maitri Cohort -2 Project TDH-Capacity building for NZP Lush Charity POT (UK)	29,65,975.00 70,87,352.00 23,26,741.17 39,32,278.00 2,15,000.00 1,54,365.00	<b>Closing Balance :</b> TDS Deducted on FD Interest Project Advance Book Overdraft with : Bank of Baroda, S.K. Puri, Patna (SB a/c no. 18630100002788) FD with Bank of Baroda, Patna (Including Accumulated Interest) Bank of Baroda, TDH BMZ Project State Bank of India, New Delhi	31,499.00 29,686.00 -20,752.83 71,04,877.72 3,77,146.95 1,19,091.38
<b>Interest Income :</b> Interest from Bank (BMZ Project) Interest from Bank (Designated A/c) Interest from FD	9,133.70 24,332.00 3,14,982.00		
	1,66,81,711.17		76,41,548.22
	3,07,85,358.84		3,07,85,358.84

Place: Patna  
Date : 2 August 2024

In terms of our report attached  
UDIN -24429759BKDWG4104  
**For R J Kumar & Company**  
**Chartered Accountants**

*Pisharam*  
**Programme Secretary**  
**Centre DIRECT**

*Pisharam*  
**General Secretary**  
**Centre DIRECT**

*Rajant Kumar*  
**Partner**  
M.N.-429759  
F.R.N.-021938C

THE CENTRE FOR DOCUMENTATION, INFORMATION, RESEARCH, EDUCATION, COMMUNICATION & TRAINING, PATNA 800001

Income & Expenditure Account of Foreign Contribution  
For the year ended 31st March, 2024

Expenditure		Income	
To Foreign Contribution Section Expenses : As per Annexure 'B'		By Foreign Contributions :	
To Balance c/d		British Asian Trust Kawach Phase II	
		Educate Girls Maitri Cohort-3 Project	
		TDH-BMZ Project	
		Educate Girls-Maitri Cohort -2 Project	
		TDH-Capacity building for NZP	
		Lush Charity POT (UK)	
		29,65,975.00	
		70,87,352.00	
		23,26,741.17	
		39,32,278.00	
		2,15,000.00	
		1,54,365.00	
		1,66,81,711.17	
		By Interest from Bank :	
		Interest from Bank (BMZ Project)	
		Interest from Bank (Designated A/c)	
		Interest from FD	
		9,133.70	
		24,332.00	
		3,14,982.00	
		3,48,447.70	
		By Balance c/d	
		59,40,751.75	
To Balance b/d		2,29,70,910.62	
To Addition to Assets Fund		61,13,651.75	
		61,13,651.75	
		61,13,651.75	

In terms of our report attached  
UDIN -24429759BKDGWG4104  
For R J Kumar & Company  
Chartered Accountants

(Jayant Kumar)  
Partner  
M.N.-429759  
F.R.N.-021938C,

Risham  
General Secretary  
Centre DIRECT

Abhanna  
Programme Secretary  
Centre DIRECT

Place: Patna  
Date : 2 August 2024

THE CENTRE FOR DOCUMENTATION, INFORMATION, RESEARCH, EDUCATION, COMMUNICATION & TRAINING, PATNA 800001

Balance Sheet of Foreign Contribution  
As at 31st March, 2024

Liabilities		Assets	
Assets Fund :		Fixed Assets (At Cost) :	
As per last a/c	20,47,846.00	As per Annexure 'A'	22,20,746.00
Add: Addition during the year	1,72,900.00		
Foreign Contribution Fund :		Current Assets:	
As per last account	1,37,55,199.97	Cash and Bank Balances:	
Less - Deficit for the year	61,13,651.75	Book Overdraft with :	-20,752.83
		Bank of Baroda, S.K. Puri, Patna	
		(SB a/c no.18630100002788)	71,04,877.72
		FD with Bank of Baroda, Patna	
		(Including Accumulated Interest)	3,77,146.95
		Bank of Baroda, TDH BMZ Project	1,19,091.38
		State Bank of India, New Delhi	
		Others:	
		Tax Deducted at Source	31,499.00
		Project Advance	29,686.00
			76,41,548.22
			<u>98,62,294.22</u>

98,62,294.22

98,62,294.22

In terms of our report attached  
UDIN -24429759BKDGWG4104

For R J Kumar & Company  
Chartered Accountants

(Jayant Kumar)  
Partner  
M.N.-429759  
F.R.N.-021938C

*Aishwarya*

Programme Secretary  
Centre DIRECT

*Aishwarya*  
General Secretary  
Centre DIRECT

## Details of Fixed Assets as at 31st. March, 2024

Particulars	As at 01/04/2023	Addition	Transfer/Adj.	As at 31/03/2024
Motor Bike	4,61,788.00			4,61,788.00
Office Equipment	23,000.00			23,000.00
Furniture & Fixture (SQ)	31,389.00			31,389.00
Furniture & Fixture (All)	2,09,160.00			2,09,160.00
Computer (All)	2,41,030.00			2,41,030.00
Computer (SQ)	1,46,780.00			1,46,780.00
Computer (Reintegrated )	41,000.00			41,000.00
Inverter (SQ)	19,000.00			19,000.00
Stitching Machine with Stand	1,25,280.00			1,25,280.00
Mobile Phone	43,450.00			43,450.00
Digital Camera (SQ)	17,600.00			17,600.00
Laptop (CLFJ )	1,34,400.00			1,34,400.00
Printers (CLFJ)	21,500.00			21,500.00
Mobile Phone (CLFJ)	52,240.00			52,240.00
Computer (FF)	1,21,490.00			1,21,490.00
Computer (Maitri)	0.00	1,72,900.00		1,72,900.00
Shed Costruction at Saraiya	2,81,567.00			2,81,567.00
Furniture & Fixture (Freedom Fund)	77,172.00			77,172.00
	<b>20,47,846.00</b>	<b>1,72,900.00</b>	<b>0.00</b>	<b>22,20,746.00</b>



*Alpharma*  
**Programme Secretary**  
**Centre DIRECT**

*Alpharma*  
**General Secretary**  
**Centre DIRECT**

## Foreign Contribution Section Expenses for year ended 31st. March, 2024

## 1 CLFJ Kawach Project :

## Admin Personnel Cost

Finance Manager CLFJ

3,67,600.00

Project Director CLFJ

1,80,000.00

5,47,600.00

## Programme Contractual Costs

6.1 Community Facilitator Stipend

7,28,000.00

7,28,000.00

## Direct Programme Cost :

## Components 1

7.1 Demand Generation and Creation of Golden Cards

1,950.00

7.2 Support the district in developing an action plan for

41,110.00

7.3 Interface between Communities and PM -Jay

27,240.00

7.4 Support the State-Level Authorities to Disseminate

40,763.00

7.5 Interface between Communities and PM

5,190.00

7.6 District level Workshop for Integration

13,796.00

7.7 Multistakeholder Quarterly Meeting with District Level

2,18,266.00

## Components 2

7.8 Through PRA exercise

1,250.00

7.9 Support the State in integration the child protection

1,26,891.00

7.10 Roll-out this process and Assess how SHGs

12,450.00

7.11 District Level Workshop

10,350.00

7.12 Training with BRC/CRC/SMC

6,130.00

7.13 Study on Relationship in child and Govt.

87,474.00

Activity A.2 1.2 Organize Residential Training

28,325.00

## Components 3

7.15 Partners Support the District Education Department

5,020.00

7.18 District Level Workshop for Sharing DBT Issue

3,900.00

7.19 State Level meeting with Social Welfare, PRI, Labour

1,68,941.00

## Components 5

7.20 Facilitate State Level Consultation between Departments

2,65,596.00

## Components 6

7.24 Support for Survivors collective in 6 Blocks

90,868.00

7.25 Capacity Building Training for Survivors Leavers

2,15,561.00

7.27 Games and Social Action KIT

21,280.00

7.27 Survivors Communications Allowance

30,172.00

7.28 PCPC/WCPC meeting and events Cost

5,32,060.00

7.29 Bridge Education Centre-2 in each Block

1,14,000.00

7.30 Training of the teachers (Bridge Education)

0.00

## Components 7

7.31 Support for return child &amp; District Video Testimony

1,55,695.00

7.32 Quarterly meeting with Transport and Law and enforcement

28,910.00

7.33 Assessment of Livelihood Opportunities of Survivors

49,650.00

23,02,838.00

*Abhanna*  
**Programme Secretary**  
**Centre DIRECT**

*Pis hanna*  
**General Secretary**  
**Centre DIRECT**





Fringe Benefits		
Admin Fringe Benefits		
2.11 Project Director F	12,600.00	
2.12 Finance/ Admin Manager F	40,506.00	
Program Fringe Benefits		
2.1 Team Leader F	60,153.00	
2.3 Reintegration District Lead Fieldworker F	35,656.00	
2.4 Reintegration Block Field worker F	2,08,769.00	
2.5 VLCPC District Lead Field Worker F	18,550.00	
2.6 VLCPC Block Lead Field Worker F	71,485.00	
2.7 District Monitoring Officer F (NIHS)	41,088.00	
2.8 Block Co-ordinator F (NIHS)	19,861.00	
2.9 Community Workers F (NIHS)	47,974.00	
D.1.4 Social Security Benefit Prog. Management	92,542.00	
	6,49,184.00	
Less: PF Payable for March 2024	59,656.00	5,89,528.00
Overhead		
Over Head Expenses	4,60,403.20	4,60,403.20
Programme Personnel Costs		
1.1 Team Leader P	4,90,000.00	
1.2 Team Leader VLCPC District P	2,10,000.00	
1.3 Reintegration District Lead Field Worker P	1,84,200.00	
1.4 Reintegration Block Field Worker P	9,40,000.00	
1.5 VLCPC District Lead Field Worker P	1,40,000.00	
1.6 VLCPC Block Field Worker P	4,48,000.00	
1.7 District Monitoring Officer (NIHS)	2,17,000.00	
1.8 Block Co-ordinator (NIHS)	1,45,600.00	
1.9 Community Workers (NIHS)	2,37,300.00	
C.1.1 System Capacity Building Specialist	1,40,000.00	
C.1.2 Divisional Outreach Staff	1,35,600.00	
C.1.3 District Programme District Networking	70,000.00	
C.1.4 District Technical Person (Education)	60,000.00	
C.1.5 District Technical Person (Child Protection)	60,000.00	
C.1.6 District Technical Person (Survivor Collectiv	44,000.00	
C.1.7 District Impact Cum MIS Staff	20,000.00	
C.1.8 Block Programme Outreach	72,000.00	
C.1.9 Panchayat Facilitator	2,01,000.00	
C.1.10 Reintegration Outreach Worker (2)	72,000.00	
C.1.11 Community Outreach Worker (4)	45,000.00	39,31,700.00
Supplies		
Admin Supplies Costs		
5.7 Office Communication Exps.	15,081.00	
Program Supplies Costs		
5.1 Stationery for Field	55,342.00	
5.2 Staff Communication Allowance	38,068.00	
5.3 Staff Meeting	21,105.00	
5.4 Stationery for Field (NIHS)	23,468.00	
5.5 Staff Communication Allowance	9,853.00	
5.6 Staff Meeting (NIHS)	12,829.00	
D.3.6 Rent, Electricity, Water	29,550.00	2,05,296.00

  
**Programme Secretary**  
**Centre DIRECT**

  
**General Secretary**  
**Centre DIRECT**



#### Travel Cost

##### Admin Travel Costs

3.11 Project Director T	66,360.00
3.12 Finance/ Admin Manager T	32,000.00

##### Program Travel Costs

3.1 Team Leader T	58,846.00
3.2 Team Leader VLCPC & District field Worker T	14,091.00
3.3 Reintegration District Lead Field Worker T	32,884.00
3.4 Reintegration Block Field Worker T	2,21,971.00
3.5 VLCPC Block Field Worker T	1,20,341.00
3.6 District Monitoring Officer T (NIHS)	42,913.00
3.7 Block Co-ordinator T (NIHS)	18,834.00
3.8 Community Workers T (NIHS)	1,17,251.00
B.1 Team Leader System Capacity Building	10,595.00
B.2 Divisional Outreach Staff	3,645.00
B.3 District Programme Manager District Network	6,765.00
B.4 District Technical Person (Education)	4,699.00
B.5 District Technical Person (Child Protection)	4,755.00
B.6 District Technical Person (Survivor Collective)	3,981.00
B.8 Block Programme Outreach	13,704.00
B.9 Panchayat Facilitator	24,015.00
B.10 Reintegration Outreach Worker	12,147.00
B.11 Community Outreach Worker	33,649.00

8,43,446.00 96,08,811.20

## 2 EDUCATE GIRLS USA PROJECT:

##### Admin & Finance Costs

7.1 Project Director	3,00,000.00
7.2 Project Director Travel	26,341.00
7.3 Account Officer	1,25,000.00
7.4 Account Officer Fringe Benefits	0.00

##### Program Operations Cost

1.1 Program Manager	5,00,000.00
1.2 District Enrolment Coordinator cum M & E	4,00,000.00
1.3 Block Project Supervisor	7,51,656.00
1.4 Community Coordinator	23,59,881.00
1.5 Help Desk cum Office Assistance	41,000.00

##### Staff Training Cost

4.1 Orientation of Project Staff	71,688.00
4.2 Programme Staff Training on identification	48,195.00
4.3 Programme Staff Training on Enrolment	41,751.00

##### Programme Event Cost

Programme Event Cost	8,925.00
----------------------	----------

##### Staff Travel

3.1 Programme Manager Travel	80,567.00
3.2 District Enrolment Cum M & E Travel	37,971.00
3.3 Project Supervisor Travel	71,941.00
3.4 Community Coordinator Travel	3,31,937.00

  
Programme Secretary  
Centre DIRECT

  
General Secretary  
Centre DIRECT





Office Contingency			
Contingency	76,409.00		
Bank Charges	3,160.75		
Communication Expenses	4,949.00		
Electricity Charges	4,620.00		
Gift Item	1,000.00		
House Marking	25,558.00		
Petty Office Equipments	7,100.00		
Office Expenses	2,526.00		
Project Office Rent	95,550.00		
Rain Coat	12,960.00		
Staff Insurance	35,178.00		
Stationery	1,024.00		
Xerox Expenses	16.00		
NGO Partner Management Cost	2,94,751.00	57,61,654.75	57,61,654.75

### 3 TDH -BMZ Project

**Organic Farming Kit** 44,500.00

#### Operation Cost :

Administrative Cost	36,737.01
Audit	11,000.00
Campaigning - Right to Food	86,381.00
Communication Cost	26,666.00
Monitoring of Health & Nutrition	71,425.00
Networking Children and Adolescents	3,46,643.00
Networking Children and Women Group	1,56,270.00
Office Cost	48,000.00
Organic Farming Expenses	11,670.00
Project Monitoring Cost	1,51,551.00
Social Audit	57,043.00
Training of adolescent Girls	2,01,850.00
Training of Statutory Committeess	1,03,870.00

#### Personal Cost

Accountants	1,65,000.00
Community Worker	5,43,000.00
District Project Coordinator	2,40,000.00
Project Director	1,22,100.00

24,23,706.01 24,23,706.01

### 4 Kawach Project- 2nd Phase

#### D. Other Administrative Expenditure

K.D.10 Office Consumables	13,133.00
K.D.1 Programme Director	60,000.00
K.D.2 Travel for Programme Management Team	18,064.00
K.D.3. Finance Manager	1,05,000.00
K.D.3. Printing & Stationery	2,529.00
K.D.4. Office Rent, Electricity & Water	27,132.00
K.D.5. Finance Officer/ Accountant	30,000.00
K.D.9. Programme Management - Social Security	35,100.00

*Alham*  
Programme Secretary  
Centre DIRECT

*Pisharom*  
General Secretary  
Centre DIRECT



**K. A. Program Activity Cost**

K. A Outcome 1: Communities and System	
K. Activity 1: Capacity Building -Ward Cpcs /vcpc	12,545.00
K. Activity 2: Capacity Building - Block Cpcs	4,540.00
K. Activity 3: Capacity Building of Smc Role	730.00
K. Activity 4: Capacity Building - Local Panchayat	1,738.00
K. Activity 6: Capacity Bilding /training of Child	2,690.00
K. Activity 7: Capacity Building - Youth Collective	8,023.00
K. A Outcome 2:Notable Shift in	
K. Activity 2.1 Awariness Campaigns	3,110.00
K. A Outcome 6: Schools and Communities Are Safar	
K. Activity 6.1 Bridge School -Running	90,298.00
K. A Outcome 8: Reduction and Prevention	
K. Activity 8.11 Survivor Meetings	7,914.00

**K.B. Human Resource**

K.B.10. Programme Social Security	1,29,293.00		
K.B.11. Travel for Programme Implementation Team	1,39,747.00		
K.B.1 Community Mobiliser (5)	1,83,000.00		
K.B.2 Community Model Panchayat	1,47,000.00		
K.B.3. Outreach Worker Block (2)	1,08,000.00		
K.B.4 Outreach Worker Block (Patna &Jehanabad)	1,08,000.00		
K.B.5. MIS Staff	60,000.00		
K.B.6 Dist. Program Technical Expert	2,70,000.00		
K.B.7 Program Implementation Expert	1,05,000.00		
K.B.8 Divisional Programme Technical Expert	2,43,000.00		
K.B.9. System Capacity Building Specialist	2,35,800.00	21,51,386.00	21,51,386.00

**5 MAITRI COHORT - 3****B. Admin & Finance Costs**

B.1 Project Director	70,000.00
B.2 Project Director travel	13,995.00
B.5 Project Office Rent	80,000.00

**C. Furniture and Equipment Cost**

C.1 Laptop 2+ Printer 1	1,72,900.00
-------------------------	-------------

**PROGRAM OPERATIONS COST****A.1 STAFF SALARY**

A.1.1 Program Manger	1,20,000.00
A.1.2 Sr. Enrolment Coordination Cum M&E	1,00,000.00
A.1.3 District Coordinator	81,660.00
A.1.4 Jr. Enrolment Coordinator Cum M&E	65,330.00
A.1.5 Block Project Supervisor	3,10,300.00
A.1.6 Field Coordinator	14,64,595.00
A.1.7 Office Assistant Cum Help Desk	24,000.00

**A.2 Staff Travel**

A.2.1 Program Manger Travel	49,453.00
A.2.2 Sr. Enrolment Coordination Cum M&E Travel	6,956.00
A.2.3 Dist. Coordinator Travel	3,771.00
A.2.4 Jr. Enrolment Cum M&E Travel	3,555.00
A.2.5 Block Project Supervisor Travel	19,839.00
A.2.6 Field Coordinator Travel	89,916.00

**A.3 Staff Training Cost**

4.3.2 Program Staff Training on Identification	2,31,784.00
A.3.1 Orientation of Project Staff	7,540.00

**A.5 Monitoring and Evaluation**

A.5.2 House Marking	21,018.00
---------------------	-----------

D. Ngo Partner Mangement Cost	1,48,699.50
-------------------------------	-------------

E. Contingency	37,377.25
----------------	-----------

31,22,688.75 31,22,688.75

*Abharme*  
 Programme Secretary  
 Centre DIRECT

*Abharme*  
 General Secretary  
 Centre DIRECT



**6 TDH-Capacity Building for NZP**

Resource Person

14,853.00

14,853.00

**7 JWG Project Expenses**

IEC Materials

6,700.00

6,700.00

**8 Lush Project**

Lush Charity POT

1,408.96

Testonmoney Expenses

7,580.008,988.96

8,988.96

**9 FC General Section Expenses**

Animators

32,000.00

Audit Fee

65,475.00

Electricity

7,716.00

Misc. Expenses

48,996.15

Other Activity Kawach NIHS Project

65,798.50

Project office rent

1,76,400.00

Salary and Wages

5,51,000.00

Travel

1,480.00

9,48,865.65

9,48,865.65

Less - Unutilized Overhead Fund

9,03,843.70

45,021.95

Amount as per Statement of Receipt and Payment 2,31,43,810.62Less: Assets Purchase during the year 1,72,900.00Amount as per Statement of Income and Expenditure 2,29,70,910.62*Abharm***Programme Secretary  
Centre DIRECT***Abharm***General Secretary  
Centre DIRECT**