



Grant Thornton

Howladar Yunus & Co.

Independent Auditor's Report on the Financial Statements of
Project Name: Improving Qualitative Journalism in Bangladesh Phase -II
Implemented by: Management and Resources Development Initiative (MRDI)
Funded by: Fojo Media Institute, Linnaeus University, Sweden
For the period from 01 September 2022 to 31 August 2023

Chartered Accountants

Member firm of Grant Thornton International Ltd.

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Submitted by:
Howladar Yunus & Co.
Chartered Accountants

03 October 2023

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FIRST PART

**Independent Auditor's Report and
Audited Financial Statements**

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**Independent Auditor's Report To the Board of Directors of
Management and Resources Development Initiative (MRDI)
Report on the Audit of the Financial Statements**

Howladar Yunus & Co.
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Bangladesh
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Opinion

We have audited the Financial statements of **Improving Qualitative Journalism in Bangladesh Phase-II** project implemented by Management and Resources Development Initiative (MRDI); funded by Fojo Media Institute, Linnæus University, Sweden which comprise the balance sheet as at 31 August 2023, the statement of income and expenditure and statement of receipts and payments for the year then ended and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements give a true and fair view, in all material respects, of the financial position of the project as at 31 August 2023, and of its financial performance and its receipts & payments for the year then ended in accordance with International Financial Reporting Standards (IFRSs) as mentioned in Note-2.1.

Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the organization in accordance with the International Ethics Standards Board for Accountants' Code of Ethics for Professional Accountants (IESBA Code), and we have fulfilled our ethical responsibilities in accordance with the IESBA Code and the Institute of Chartered Accountants of Bangladesh (ICAB) Bye laws. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation of the financial statements that give a true and fair view in accordance with International Financial Reporting Standards (IFRSs) and other applicable laws and regulations and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the organization's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of the audit in accordance with ISAs, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the organization to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Muhammad Farooq FCA
Managing Partner, Enrolment No. 0521
Howladar Yunus & Co., Chartered Accountants
Firm Registration No.: N/A

Dated, Dhaka: 03 October 2023
DVC No.: 2310030521AO783837

Project Name: Improving Qualitative Journalism in Bangladesh Phase -II
Implemented by: Management and Resources Development Initiative (MRDI)
In partnership with: Fojo Media Institute, Linnaeus University, Sweden
Balance Sheet
As at 31 August 2023

	Notes	As at 31 August 2023 BDT	As at 31 August 2022 BDT
Assets			
Fixed Asset	3	5,549,714	5,424,590
Intangible Assets	4	1,355,000	-
Cash and cash equivalents	5	3,271,798	7,093,635
		<u>10,176,512</u>	<u>12,518,225</u>
Fund and Liabilities			
Unutilized donor fund	6	2,575,421	6,574,574
Reserve fund-bank interest	7	496,377	411,231
Provision for expenses	8	200,000	107,830
Fixed Asset fund	3	5,549,714	5,424,590
Intangible Assets Fund	4	1,355,000	-
		<u>10,176,512</u>	<u>12,518,225</u>

The accompanying notes (1-30) form an integral part of these financial statements.


Md. Mominal Islam
Manager, Accounts


Hasibur Rahman
Executive Director

As per our annexed report of same date

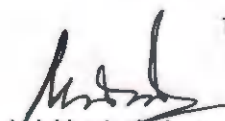


Muhammad Farooq FCA
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Project Name: Improving Qualitative Journalism in Bangladesh Phase -II
 Implemented by: Management and Resources Development Initiative (MRDI)
 In partnership with: Fojo Media Institute, Linnaeus University, Sweden
Statement of Income and Expenditure
 For the year ended 31 August 2023

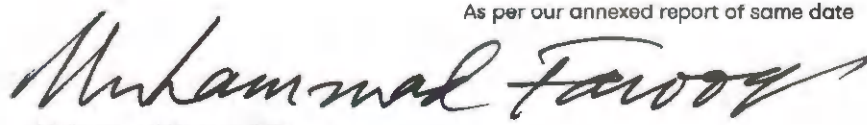
	Notes	For the year ended	
		31 August 2023	31 August 2022
		BDT	BDT
Income			
Grant income	9	52,050,151	49,909,964
		<u>52,050,151</u>	<u>49,909,964</u>
Expenditure			
Human Resources	11	30,311,553	26,313,736
Per diems for missions/travel, Local staff	12	129,022	-
Travel & accommodation	13	339,960	422,714
Investigative Journalism Partnership (IJP)	14	6,301,201	5,670,969
Mentorship Programme	15	3,184,258	5,642,078
Bootcamp for Reporters (TV & Print Media)	16	4,438,900	-
Safety and Security Programme & Training	17	-	185,000
Sector wide	18	1,293,787	3,801,781
Gender Advocacy and Capacity Building	19	1,119,885	-
Media Innovation Hub	20	2,478,106	2,977,196
RTI Help Desk & Clinic	21	333,350	3,070
MRDI's Organizational Sustainability	22	388,643	-
Internal Activities	23	106,755	1,139,359
Translation	24	216,665	-
Facility Service for Fojo Staffs	25	420,000	420,000
Audit Fees	26	200,000	100,000
Financial services	27	20,562	17,634
Reduce Gap between Classroom & Newsroom	28	699,148	-
Project Development Cost	29	-	2,000,000
Contingency	30	68,356	1,216,427
		<u>52,050,151</u>	<u>49,909,964</u>

The accompanying notes (1-30) form an integral part of these financial statements.


 Md. Mominal Islam
 Manager, Accounts


 Hasibur Rahman
 Executive Director

As per our annexed report of same date


 Muhammad Farooq FCA
 Managing Partner, Enrolment No. 0521
 Howladar Yunus & Co., Chartered Accountants
 Firm Registration No.: N/A
 Dated, Dhaka: 03 October 2023
 DVC No.: 2310030521AO783837

Project Name: Improving Qualitative Journalism in Bangladesh Phase -II
 Implemented by: Management and Resources Development Initiative (MRDI)
 In partnership with: Fojo Media Institute, Linnaeus University, Sweden
Statement of Receipts and Payments
 For the year ended 31 August 2023

	Notes	For the year ended	
		31 August 2023	31 August 2022
		BDT	BDT
Opening balance		7,093,635	9,261,185
Cash at bank		7,093,635	9,261,185
Receipts			
Foreign Grant	6.1	49,523,292	52,459,654
Bank interest	10	85,146	48,985
Non-disbursement of donor fund against previous year's provision against expenditure		-	104,500
Total Receipts		56,702,073	61,874,324
Payments			
Human Resources	11	30,311,553	26,305,906
Per diems for missions/travel, Local staff	12	129,022	
Travel & accommodation	13	339,960	422,714
Investigative Journalism Partnership (IJP)	14	6,301,201	5,670,969
Mentorship Programme	15	3,184,258	5,642,078
Bootcamp for Reporters (TV & Print Media)	16	4,438,900	-
Safety and Security Program & Training Sector wide	17	-	185,000
Gender Advocacy and Capacity Building	18	1,293,787	3,801,781
Media Innovation Hub	19	1,119,885	-
RTI Help Desk & Clinic	20	2,478,106	2,977,196
Automation/Software Development Cost (Work in Progress)	21	333,350	3,070
MRDI's Organizational Sustainability	4	1,355,000	-
Internal Activities	22	388,643	-
Translation	23	106,755	1,139,359
Facility Service for Fojo Staffs	24	216,665	-
Audit Fees	25	420,000	420,000
Financial services	26	-	-
Reduce Gap between Classroom & Newsroom	27	20,562	17,634
Project Development Cost	28	699,148	
Contingency	29	-	2,000,000
Provision for Expenses	30	68,356	1,216,427
Office Set-up and Equipment Purchase	6	100,000	1,992,578
	3	125,124	2,985,977
Total payments		53,430,275	54,780,689
Closing balances		3,271,798	7,093,635
Cash at bank		3,271,798	7,093,635
		56,702,073	61,874,324

The accompanying notes [1-30] form an integral part of these financial statements.


 Md. Mominul Islam
 Manager, Accounts


 Hasibur Rahman
 Executive Director


 Muhammad Farooq FCA
 Managing Partner, Enrolment No. 0521
 Howladar Yunus & Co., Chartered Accountants
 Firm Registration No.: N/A
 Dated, Dhaka: 03 October 2023
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Project Name: Improving Qualitative Journalism in Bangladesh Phase -II
Implemented by: Management and Resources Development Initiative (MRDI)
In partnership with: Fojo Media Institute, Linnaeus University, Sweden

Notes to the Financial Statements
For the year ended 31 August 2023

1.0 About the organization and project

1.1 About the organization

Management and Resources Development Initiative (MRDI) is a multi-disciplinary, not-for-profit, non-government organization as well as a company limited by guarantee, is engaged in a wide spectrum of social development activities and seeks to render services to national and international organizations, both in the public and the private domains.

Management and Resources Development Initiative (MRDI) is registered with the Registrar of Joint Stock Companies and Firms, Government of the People's Republic of Bangladesh under the Section 28 of the Company Act 1994 having Incorporation Number is C-544(57)/2003 dated 13 May 2003 as a company limited by guarantee and also registered with the NGO Affairs Bureau having registration number 1962 dated 21 September 2004 under the Foreign Donations Regulation Ordinance 1978 which was renewed on 24 July 2019 for a period of ten years up to 20 September 2029.

The objective of the organization is to endeavor for developing the standards of media, skills and ethics of media professions, physical and mental health and well-being of the people and empowerment of women, adolescents, children, minor and other marginalized sections of the population.

1.2 About the project

Improving Qualitative Journalism in Bangladesh-Phase II is a sixty months project starting from 01 September 2019 to 31 August 2024. The project is funded by the Fojo Media Institute, Linnaeus University, Sweden. The project initially started with a target of improving media in Bangladesh contributes to strengthened democracy and gender equality, greater respect for human rights and freedom from oppression.

1.3 Objectives of the project

A. Overall objective:

- i. Improving Qualitative Journalism in Bangladesh-Phase II aims to improve media in Bangladesh contribute to strengthened democracy and gender equality, greater respect for human rights and freedom from oppression. The project facilitates implementation of Management and Resources Development Initiative (MRDI) in Dhaka.
- ii. Enhancement of journalists as media manager and trainer.

B. Programme Activities:

- i. Investigative Journalism Partnership (IJP)
- ii. Investigative Journalism Helpdesk
- iii. International Study Visit
- iv. Media monitoring
- v. Translation of Investigative Reporting Handbook
- vi. Gatekeepers engagement meeting
- vii. Start-up Support
- viii. Reprint of Journalism Publication
- ix. Training for Facilitators



- x. Mentorship Programme
- xi. Bootcamp for Reporters (TV & Print Media)
- xii. Safety & Security Publication and Communication Materials
- xiv. Capacity building for journalists association
- xv. International Training Program (ITP)
- xvi. Gender Advocacy and Capacity Building
- xvii. Online Training Courses and Mobile Apps
- xviii. RTI Help Desk
- xix. Automation/Software Development Cost
- xx. MRDI's Organizational Sustainability
- xxi. Sustainable Journalism
- xxii. Translation
- xxiii. Reduce Gap between Classroom & Newsroom

1.4 Project period

Total duration of the project is for sixty months covering from 01 September 2019 to 31 August 2024.

2 Summary of significant accounting policies

2.1 Basis of accounting

The financial statements have been prepared using accrual basis of accounting as going concern except statement of receipts and payments. Most of the IFRS are not applicable for the NGO in the preparation of financial statements. IAS 20 have been followed fully while IAS 1, 16 and 38 have been partly followed.

2.2 Accounting for grants

International Accounting Standard (IAS) 20 "Accounting for Government Grants and Disclosure of Government Assistance" has been followed during the year under audit for recognition of grant income. Grant amount used to acquire Fixed Asset has been shown as "Fixed Asset Fund".

As per IAS 20, grants received are initially recorded as liability. Grant amount used for project expenses has been recognized as income to the extent of expenses incurred.

2.3 Allocation of common cost

As per decision of the board & practice of the organization, staff salaries and common cost like utilities, printing and stationeries are allocated based on number of existing projects implemented by the organization.

2.4 Cash and Cash Equivalents

Cash and Cash Equivalents for the purpose of the receipts and payments comprises of cash and bank balance. Cash and bank balance includes donations received through donor grants which are available for the use of organization without restrictions.

2.5 Fixed Asset fund

Program equipment purchased for the use of project employee and beneficiaries which purchased as per budget line and is shown in Annexure C/1



2.6 Intangible Asset fund

Intangible assets fund has been recognized when full automation of MRDI administrative and financial procedure activities have been started and recognised as automation/software development cost (work in progress).

2.7 Reporting period

The financial statements of the project cover 12 months starting from 01 September 2022 to 31 August 2023.

2.8 General

Amount rounded off in nearest BDT.

Previous Year's figures and account titles in the financial statements have been rearranged and reclassified, wherever necessary for the purpose of comparison.

	Notes	As at 31 August 2023 BDT	As at 31 August 2022 BDT		
3 Fixed Assets					
Opening balance		5,424,590	2,438,613		
Add: Addition during the period	Annex- C/1	125,124	2,985,977		
Less: Disposal during the period		-	-		
		<u>5,649,714</u>	<u>6,424,590</u>		
Details of Fixed assets are mentioned in Annexure C/1					
4 Intangible Assets					
Automation/Software Development Cost (Work in Progress)		1,355,000	-		
		<u>1,355,000</u>	<u>-</u>		
Full automation of MRDI administrative and financial procedure was an revenue expenditure item as per NGOAB approved budget. However, as per IAS 38 It is a capital expenditure in nature and recognized as automation/software development cost (work in progress) until the full automation has been done. As per the MoU the full process will be done by June 2024. Then automation/software development cost (work in progress) will be transferred to intangible Assets.					
5 Cash and cash equivalents					
Cash at bank	5.1	3,271,798	7,093,635		
		<u>3,271,798</u>	<u>7,093,635</u>		
5.1 Cash at bank					
Prime Bank Ltd. Asad Gate Branch, Dhaka, A/C # 2138314003939		3,271,798	7,093,635		
		<u>3,271,798</u>	<u>7,093,635</u>		
6 Unutilized donor fund					
Opening balance		6,574,574	6,906,361		
Add: Foreign donation received during the period	6.1	49,523,292	52,459,654		
Add: Amount received from MRDI mother account		-	-		
Add: Non-disbursement of donor fund against previous year's provision against expenditure		7,830	104,500		
Less: Grant income recognised	9	(52,060,151)	(49,909,964)		
Less: Excess grant deposit back to MRDI mother account		-	-		
Less: Program equipment purchase during the year		(125,124)	(2,985,977)		
Less: Automation/Software development cost during the year		(1,355,000)	-		
Closing Balance		<u>2,576,421</u>	<u>6,574,574</u>		
6.1 Foreign donation					
		Amount USD	Exchange rate	1 Sep 2022 to 31 Aug 2023	1 Sep 2021 to 31 Aug 2022
Date of receipts	Installment		USD to BDT	BDT	BDT
3-Nov-22	1st Installment	237,000	99.50	23,581,537	-
26-Apr-23	2nd Installment	247,064	105.00	25,941,755	-
21-Nov-21	1st Installment	124,447	84.85	-	10,559,317
23-Feb-22	2nd Installment	192,072	85.05	-	16,335,705
24-Apr-22	3rd Installment	73,876	85.25	-	6,297,966
2-Jun-22	4th Installment	19,774	91.20	-	1,803,360
16-Jun-22	5th Installment	19,532	92.00	-	1,796,944
27-Jun-22	6th Installment	19,532	92.50	-	1,806,710
19-Jul-22	7th Installment	148,232	93.50	-	13,859,662
Total				49,523,292	52,459,654
7 Reserve fund-bank interest					
Opening balance		411,231	362,246		
Add: Interest received during the period		85,146	48,985		
Less: TDS on bank interest		-	-		
Add/((Less): Foreign exchange gain/loss		-	-		
Closing Balance		<u>496,377</u>	<u>411,231</u>		
8 Provision for expenses					
Opening Balance		107,830	1,992,578		
Add: Addition during the year	8.1	200,000	107,830		
		307,830	2,100,408		
Less: Paid during the year		100,000	1,992,578		
Less: Adjustment with unutilized donor fund due to Non-disbursement of previous year liabilities		7,830	-		
Closing Balance		<u>200,000</u>	<u>107,830</u>		
8.1 Provision for expenses					
Audit Fees : Howadar Yunus & Co.		200,000	100,000		
Salary : Executive Director : MRDI		-	6,418		
MRDI Overhead : MRDI		-	1,412		
		<u>200,000</u>	<u>107,830</u>		



	Note	For the period ended		
		31 August 2023	31 August 2022	
		BDT	BDT	
9	Grant income			
	Grant income	52,050,151	49,909,964	
	Total	<u>52,050,151</u>	<u>49,909,964</u>	
Amount equivalent to total expenditure incurred for the period has been recognized as grant income for the period according to International Accounting Standards (IAS)-20.				
10	Bank Interest			
	Interest received during the period	85,146	48,985	
	Less: TDS on bank interest	-	-	
	Total	<u>85,146</u>	<u>48,985</u>	
11	Human Resources			
	Salaries	11.01	22,765,251	18,671,794
	Festival Allowances	11.02	2,080,285	2,118,750
	MRDI-Overhead	11.03	5,466,017	5,523,192
	As per Statement of Income and Expenditure		<u>30,311,553</u>	<u>26,313,736</u>
	Less: Provision made during the period		-	7,830
	As per Statement of Receipts and Payments		<u>30,311,553</u>	<u>26,305,906</u>
11.01	Salaries			
	Executive Director		1,925,880	2,613,793
	Manager Implementation		-	1,250,270
	Head of IJ Help Desk		3,565,642	2,691,240
	Project Manager		2,796,590	1,118,636
	M & E Expert		-	183,798
	Advisor, MEAL		1,507,500	600,000
	Capacity Building Manager		2,156,304	716,380
	Head of RTI Help Desk		1,054,800	334,800
	Project Coordinator		-	708,330
	Project Coordinator-1/ITP Coordinator		338,148	111,600
	Project Coordinator, IJP-1		1,339,200	446,400
	Project Coordinator - 3		1,100,132	363,284
	Logistic Coordinator		623,066	681,282
	Finance Controller		44,640	214,758
	Finance Manager		1,365,984	1,226,700
	Senior Finance Officer		952,762	171,360
	Finance Officer		-	277,833
	Sub-Editor		865,740	786,590
	RTI Help Desk Officer		-	212,600
	Senior RTI Help Desk Officer		410,503	156,240
	IT Officer		-	472,680
	Senior IT Officer		899,640	297,360
	Deputy Manager, Programme		-	380,610
	Principal Investigator		-	1,400,000
	Coordinator Gender Study		-	350,000
	Media Monitoring Officer		-	293,000
	Media Monitoring Officer-1		763,560	252,000
	Media Monitoring Officer-2		491,200	160,000
	Project Officer		440,000	160,000
	Office Junior		123,960	40,250
	As per Statement of Income and Expenditure		<u>22,765,251</u>	<u>18,671,794</u>
	Less: Provision made during the period		-	6,418
	As per Statement of Receipts and Payments		<u>22,765,251</u>	<u>18,665,376</u>
11.02	Festival Allowances			
	Executive Director		320,980	397,474
	Manager Implementation		-	89,548
	Head of IJ Help Desk		327,378	327,378
	Project Manager		279,660	139,830
	M & E Expert		-	54,900
	Advisor, MEAL		135,000	90,000
	Capacity Building Manager		179,095	89,547
	Head of RTI Help Desk		-	62,000
	Project Coordinator		-	55,800
	Project Coordinator-1/ITP Coordinator		31,000	15,500



	Note	For the period ended		
		31 August 2023	31 August 2022	
		BDT	BDT	
Project Coordinator, IJP-1		111,600	55,800	
Project Coordinator - 3		100,912	50,456	
Logistic Coordinator		57,120	71,400	
Finance Controller		-	29,900	
Finance Manager		124,000	124,000	
Senior Finance Officer		95,200	23,800	
Finance Officer		-	22,500	
Sub-Editor		74,340	74,340	
RTI Help Desk Officer		-	22,972	
Senior RTI Help Desk Officer		-	21,700	
IT Officer		-	41,300	
Senior IT Officer		82,600	41,300	
Deputy Manager, Programme		-	13,305	
Principal Investigator		-	87,500	
Coordinator Gender Study		-	25,000	
Media Monitoring Officer		-	15,000	
Media Monitoring Officer-1		70,000	31,500	
Media Monitoring Officer-2		41,400	20,000	
Project Officer		40,000	20,000	
Office Junior		10,000	5,000	
Total		2,080,285	2,118,750	
11.03	MRDI-Overhead			
	MRDI Overhead	5,466,017	5,523,192	
	As per Statement of Income and Expenditure	5,466,017	5,523,192	
	Less: Provision made during the period	-	1,412	
	As per Statement of Receipts and Payments	5,466,017	5,521,780	
12	Per diems for missions/travel, Local staff			
	MRDI Staff, International per diem	129,022	-	
	Total	129,022	-	
13	Travel & accommodation			
	MRDI staff local travel	114,188	119,063	
	MRDI-FOJO Project staff local travel	160,021	303,651	
	Visa related expenses and covid test	24,087	-	
	Local conveyance & Communication cost (In abroad)	41,664	-	
	Total	339,960	422,714	
14	Investigative Journalism Partnership (IJP)			
	IJP Partnership	14.01	1,556,016	2,275,691
	Training on Investigative Journalism	14.02	-	737,877
	Investigative Journalism Helpdesk	14.03	1,034,106	660,645
	Fact Checking Handbook	14.04	-	496,756
	Media Monitoring	14.05	1,386,000	1,386,000
	Handbook for Journalist on Investigative Reporting using RTI	14.06	-	114,000
	Translation of Investigative Reporting Handbook	14.07	906,056	-
	Gatekeeper Engagement Meeting	14.08	65,540	-
	Reprint of Journalism Publication	14.09	807,321	-
	Training for Facilitators	14.10	546,162	-
	Grand Total		6,301,201	5,670,969
14.01	IJP Partnership			
	Accommodation for Expert/ MRDI Staff		-	75,408
	Equipments rental, Printing & supply, Research, fixer & Data collection		-	276,357
	Expert Honorarium		-	700,000
	Capacity Building on Digital Transformation for IJ Partnership		-	1,000,000
	Meeting Cost		-	23,061
	Perdiem for Expert/ Journalist/MRDI Staffs		-	92,505
	Transportation Cost for Expert/MRDI Staffs		-	107,648
	IJP and SJP Partnership			
	IJ Partnership and SJ Partnership		1,546,383	712
	Meeting cost (lumpsum)		9,633	-
	Total		1,556,016	2,275,691

Note	For the period ended	
	31 August 2023	31 August 2022
	BDT	BDT
14.02	Training on Investigative Journalism	
	Honorarium for Facilitators	-
	Honorarium for Resource persons	100,000
	Accommodation	56,250
	Banner	152,559
	Certificate	1,500
	Connectivity & Incidental Cost	5,000
	Conveyance & Incidental Cost for Participants	70,000
	Daily Allowance for Prog. Staff	-
	Food for Participants	8,100
	Information Kit	154,317
	Stationery	35,997
	Transportation	2,631
	Venue	56,683
	Translation Cost	84,840
	Miscellaneous Expenses	-
	Total	737,877
14.03	Investigative Journalism Helpdesk	
	Data Helpdesk Support	-
	Helpdesk Support Cost	400,000
	Help Desk Support Cost and Collaboration	191,543
	Total	69,102
14.04	Fact Checking Handbook	
	Honorarium for Writer	-
	Honorarium for reviewer	150,000
	DTP design, editing & printing	100,000
	Distribution of hand book	231,750
	Total	15,006
14.05	Media Monitoring	
	Newspaper & Archive Charge	126,000
	TV Clip Archive Charge	1,260,000
	Total	1,386,000
14.06	Handbook for Journalist on Investigative Reporting using RTI	
	RTI Handbook Reprint cost	-
	Total	114,000
14.07	Translation of Investigative Reporting Handbook	
	Honorarium for translator	380,000
	Honorarium for reviewer	125,000
	DTP design, editing & printing	401,056
	Reprint Cost of Handbook	-
	Distribution of hand book	-
	Total	906,056
14.08	Gatekeeper Engagement Meeting	
	Gatekeepers engagement meeting	65,540
	Total	65,540
14.09	Reprint of Journalism Publication	
	Reprint Cost	807,200
	Distribution Cost	121
	Total	807,321
14.10	Training for Facilitators	
	Honorarium for Facilitators	12,500
	Transportation for facilitators, resource persons, Program staff,	62,321
	Participants	33,727
	Information kit	55,660
	Venue	-



	Note	For the period ended	
		31 August 2023	31 August 2022
		BDT	BDT
Food for participants		154,148	-
Accommodation		129,789	-
Conveyance and incidental cost for Dhaka participants		70,000	-
Banner		1,500	-
Certificate		4,500	-
Stationery		3,647	-
Daily allowance for programme staffs		8,700	-
Miscellaneous Expenses		9,670	-
Total		546,162	-
15.00 Mentorship Programme			
Mentorship Conclave	15.01	-	995,919
Mentorship Follow up on Corruption	15.02	-	672,545
Mentorship Followup	15.03	-	721,444
Interactive Sessions with Mentors	15.04	-	452,377
Mentorship Support	15.05	-	800,000
Certificate Giving Ceremony of Mentorship Programme	15.06	-	226,931
Bootcamp for Reporters on Investigative reporting (Dhaka)	15.07	-	807,894
Mentorship Training for Correspondents	15.08	-	964,968
Mentorship Training for Dhaka Reporters	15.09	807,264	-
Mentorship Support for Dhaka Reporter	15.10	1,238,415	-
Mentorship Support for Correspondents	15.11	1,138,579	-
Grand Total		3,184,258	5,642,078
15.01 Mentorship Conclave			
Honorarium for Facilitators		-	100,000
Honorarium for Resource Person		-	120,000
Accommodation		-	206,321
Banner		-	1,500
Conveyance & incidental Cost		-	120,000
Daily Allowance for Prog. Staff		-	9,900
Daily Subsistence Allowance		-	45,000
Food for Participants		-	203,381
Information Kit		-	29,791
Stationery		-	600
Transportation		-	53,826
Travel for Participants		-	45,000
Venue		-	50,600
Miscellaneous Expenses		-	10,000
Total		-	995,919
15.02 Mentorship Follow up on Corruption			
Honorarium for Facilitators		-	75,000
Honorarium for Resource persons		-	45,000
Transportation for facilitators, resource persons, Program staff, Participants		-	68,133
Information kit		-	31,245
Venue		-	45,540
Food for participants		-	158,694
Accommodation		-	143,451
Conveyance and incidental cost for participants of Dhaka & Outside		-	82,000
Dhaka		-	-
Banner		-	1,500
Stationery		-	5,232
Daily allowance for programme staffs		-	6,750
Miscellaneous Expenses		-	10,000
Total		-	672,545
15.03 Mentorship Follow up			
Honorarium for Facilitators		-	75,000
Honorarium for Resource Person		-	45,000
Connectivity & Incidental Cost		-	90,000

Note	For the period ended	
	31 August 2023	31 August 2022
	BDT	BDT
Transportation for facilitators, resource persons, Program staff	-	56,311
Participant	-	33,350
Information kit	-	36,685
Venue	-	141,946
Food for participants	-	143,451
Accommodation	-	45,000
Travel for Participants (From Outside Dhaka participants)	-	1,500
Banner	-	2,801
Stationery	-	5,400
Daily allowance for programme staffs	-	45,000
Daily Subsistence allowance for outside Dhaka participants	-	721,444
Total	-	-
15.04	Interactive Sessions with Mentors	
Time cost for Mentors	-	165,000
Transportation for Mentors & Program staffs	-	51,339
Information kit	-	36,531
Venue	-	30,360
Food for participants	-	72,168
Accommodation	-	72,864
Daily Subsistence allowance and Travel allowance for outside Dhaka participant	-	10,000
Banner	-	1,500
Stationery	-	3,315
Miscellaneous Expenses	-	9,300
Total	-	452,377
15.05	Mentorship Support	
Expenses for Mentees	-	300,000
Honorarium for Mentor	-	500,000
Total	-	800,000
15.06	Certificate Giving Ceremony of Mentorship Program	
Certificate	-	7,786
Food for Participants	-	-
Time Cost of Media Gatekeeper	-	55,000
Venue	-	17,250
Food & Refreshments	-	35,395
Travel for Participants	-	33,000
Daily Subsistence allowance for outside Dhaka participants	-	77,000
Banner	-	1,500
Total	-	226,931
15.07	Bootcamp for Reporters on Investigative reporting (Dhaka)	
Honorarium for Facilitators	-	100,000
Travel and daily subsistence allowance for Facilitator	-	3,600
Honorarium for Resource persons	-	60,000
Transportation for facilitators, resource persons, Program staff, Participants	-	62,468
Information kit (Folder, writing pad, pen & information material)	-	35,779
Venue	-	68,310
Food for participants	-	197,163
Accommodation	-	168,498
Conveyance and incidental cost for Dhaka reporters	-	88,000
Banner	-	1,500
Stationery	-	5,326
Daily allowance for programme staffs	-	7,950
Miscellaneous Expenses	-	9,300
Total	-	807,894



	Note	For the period ended	
		31 August 2023	31 August 2022
		BDT	BDT
15.08	Mentorship Training for Correspondents		
	Honorarium for Facilitators	-	100,000
	Travel and daily subsistence allowance for Facilitator	-	-
	Honorarium for Resource persons	-	112,500
	Transportation for facilitators, resource persons, Program staff, Participants	-	76,303
	Information kit (Folder, writing pad, pen & information material)	-	52,090
	Venue (With sound system & other facilities)	-	63,250
	Food for participants	-	191,640
	Accommodation	-	175,328
	Travel for Participants	-	36,000
	Daily Subsistence allowance for outside Dhaka participants	-	36,000
	Incidental cost for participants Outside Dhaka	-	96,000
	Banner	-	1,500
	Stationery	-	4,707
	Daily allowance for programme staffs	-	10,050
	Miscellaneous Expenses	-	9,600
	Total	-	964,968
15.09	Mentorship Training for Dhaka Reporters		
	Honorarium for Facilitators	100,000	-
	Travel and daily subsistence allowance for Facilitator	-	-
	Honorarium for Resource persons	60,000	-
	Transportation for facilitators, resource persons, Program staff, Participants	84,450	-
	Information kit	18,888	-
	Venue	55,660	-
	Food for participants	197,810	-
	Accommodation	168,498	-
	Conveyance and incidental cost for Dhaka reporters	96,000	-
	Banner	1,500	-
	Stationery	4,918	-
	Daily allowance for programme staffs	9,600	-
	Miscellaneous Expenses	9,940	-
	Total	807,264	-
15.10	Mentorship Support for Dhaka Reporter		
	Honorarium for mentor	750,000	-
	Expenses for mentees	482,805	-
	Certificate Printing and Distribution	5,610	-
	Total	1,238,415	-
15.11	Mentorship Support for Correspondents		
	Honorarium for mentor	750,000	-
	Expenses for mentees	385,000	-
	Certificate Printing & Distribution	3,579	-
	Total	1,138,579	-
16.00	Bootcamp for Reporters (TV & Print Media)		
	Follow up Training of Bootcamp for TV Reporters on Investigative reporting (Dhaka)	16.01	687,269
	Support for Bootcamp for Reporters on Investigative reporting	16.02	933,661
	Bootcamp for Reporters (Outside Dhaka)	16.03	972,405
	Follow up Training of Bootcamp for Reporters (Outside Dhaka)	16.04	851,347
	Support for Correspondents Bootcamp on investigative reporting (Outside Dhaka)	16.05	994,218
	Grand Total		4,438,900



	Note	For the period ended	
		31 August 2023	31 August 2022
		BDT	BDT
16.01	Follow up Training of Bootcamp for TV Reporters on Investigative reporting (Dhaka)		
	Honorarium for Facilitators	150,000	-
	Honorarium for Resource persons	60,000	-
	Transportation for facilitators, resource persons, Program staff, Participants	75,825	-
	Information kit	32,372	-
	Venue	47,437	-
	Food for participants	127,664	-
	Accommodation	116,127	-
	Conveyance and incidental cost for Dhaka reporters (12 persons x 3)	54,000	-
	Banner	1,500	-
	Stationery	5,194	-
	Daily allowance for programme staffs	7,200	-
	Equipment Rent	-	-
	Miscellaneous Expenses	9,950	-
	Total	687,269	-
16.02	Support for Bootcamp for Reporters on Investigative reporting (Dhaka)		
	Honorarium for mentors	750,000	-
	Expenses for mentees	180,000	-
	Certificate Printing and Distribution	3,661	-
	Total	933,661	-
16.03	Bootcamp for Reporters (Outside Dhaka)		
	Honorarium for Facilitators	200,000	-
	Travel and daily subsistence allowance for Facilitator	-	-
	Honorarium for Resource persons	30,000	-
	Transportation for facilitators, resource persons, Program staff, Participants (Vehicle Rent+Fuel+driver allowance+tail)	157,869	-
	Information kit	20,973	-
	Venue	49,450	-
	Food for participants	138,630	-
	Accommodation	137,080	-
	Travel for Participants	36,000	-
	Daily Subsistence allowance for outside Dhaka participants	84,000	-
	Incidental cost for participants Outside Dhaka	96,000	-
	Banner	1,400	-
	Stationery	3,703	-
	Daily allowance for programme staffs	8,700	-
	Equipment Rent	-	-
	Miscellaneous Expenses	8,600	-
	Total	972,405	-
16.04	Follow up Training of Bootcamp for Reporters (Outside Dhaka)		
	Honorarium for Facilitators	150,000	-
	Honorarium for Resource persons	75,000	-
	Transportation for facilitators, resource persons, Program staff, Participants	64,168	-
	Information kit	27,643	-
	Venue	26,565	-
	Food for participants	152,900	-
	Accommodation	123,591	-
	Travel for Participants	36,000	-
	Daily Subsistence allowance for outside Dhaka participants	84,000	-
	Incidental cost for participants Outside Dhaka	72,000	-
	Banner	1,500	-
	Stationery	3,150	-
	Daily allowance for programme staffs	9,450	-
	Equipment Rent	15,600	-
	Miscellaneous Expenses	9,780	-
	Total	851,347	-



	Note	For the period ended	
		31 August 2023	31 August 2022
		BDT	BDT
16.05	Support for Correspondents Bootcamp on investigative reporting (Outside Dhaka)		
	Honorarium for mentor	750,000	-
	Expenses for mentees	240,000	-
	Certificate	4,218	-
	Total	<u>994,218</u>	<u>-</u>
17	Safety & Security Communication Materials		
	Safety & Security Communication Materials Re-print	-	185,000
	Total	<u>-</u>	<u>185,000</u>
18	Sector wide		
	Capacity Building for Journalists Association	18.01	1,011,269
	Investigative Training for DRU Member	18.02	-
	Webinar Series of Covid-19	18.03	-
	International Training Program (ITP)	18.04	282,518
	Gender Survey & Guideline Development Cost	18.05	-
	Grand Total		<u>1,293,787</u>
			<u>3,801,781</u>
18.01	Capacity Building for Journalists Association		
	Women Journalists Network Bangladesh (WJNB)		350,000
	Residential training for journalists association		661,269
	Economics Reporters Forum (ERF)		-
	Dhaka Reporters Unity (DRU)		-
	TV Camera Journalist Association		-
	Total		<u>1,011,269</u>
			<u>1,400,000</u>
18.02	Investigative Training for DRU Member		
	Honorarium for Facilitators		-
	Honorarium for Resource persons		-
	Transportation for facilitators, resource persons, Program staff, Participants		-
	Information kit		-
	Venue		-
	Food for participants		-
	Accommodation		-
	Conveyance and incidental cost for participants Outside Dhaka		-
	Banner		-
	Stationery		-
	Miscellaneous Expenses		-
	Total		<u>581,491</u>
18.03	Webinar Series of Covid-19		
	Online Platform		-
	Online Platform Service (Zoom)		-
	Equipment & Accessories [Expenses]		-
	Total		<u>202,193</u>
18.04	International Training Program (ITP)		
	International Training Program (ITP)	18.04.1	282,518
	Country Team Meeting Cost	18.04.2	-
	Advocacy Meeting with News room manager	18.04.3	-
	Report Sharing Meeting	18.04.4	-
	Workshop for Change Initiative Finalization ITP 2 programme	18.04.5	-
	Coordination Workshop with ITP 1 and ITP 2	18.04.6	-
	Total		<u>282,518</u>
			<u>686,466</u>
18.04.1	International Training Program (ITP)		
	ITP-Coordinator		-
	International Training Program (ITP)		-
	Total		<u>119,200</u>
			<u>119,200</u>

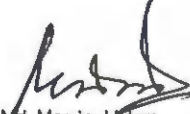
	Note	For the period ended	
		31 August 2023	31 August 2022
		BDT	BDT
18.04.2	Country Team Meeting Cost		
	Meeting Cost	-	9,723
	Total	-	9,723
18.04.3	Advocacy Meeting with News room manager		
	Honorarium for Expert	-	82,500
	Transportation	-	63,526
	Accomodation	-	43,263
	Food & Refreshment	-	72,674
	Venue	-	15,180
	information Kit	-	12,419
	Stationery & Supplies	-	2,080
	Total	-	291,642
18.04.4	Report Shoring Meeting		
	Report Sharing Meeting Cost	-	48,142
	Total	-	48,142
18.04.5	Workshop for Change Initiative Finalization ITP 2 programme		
	Honorarium for Local Facilitator	-	25,000
	Transportation for facilitators, resource persons,Program staff,Participants	-	9,000
	Food & Refreshment	-	11,157
	Venue	-	23,000
	Information Kit	-	26,860
	Travel for outside Dhaka participonts	-	8,000
	Daily Subsistence allowance for outside Dhaka participants	-	7,000
	Total	-	110,017
18.04.6	Coordination Workshop with ITP 1 and ITP 2		
	Food & Refreshment	-	16,772
	Venue	-	19,630
	Information Kit	-	26,340
	Conveyance and incidental cost for participants of Dhaka	-	30,000
	Travel for outside Dhaka participants	-	8,000
	Daily Subsistence allowance for outside Dhaka participants	-	7,000
	Total	-	107,742
18.05	Gender Survey & Guideline Development Cost		
	Media Content Monitoring	18.05.1	350,000
	Baseline Survey Report Publication	18.05.2	30,000
	Consultation Meeting for Developing Guideline	18.05.3	45,000
	Guideline Review & Publication	18.05.4	227,539
	GMR report Publication	18.05.5	279,092
	Total	-	931,631
18.05.1	Media Content Monitoring		
	Honorarium for Media Content Monitoring	-	350,000
	Total	-	350,000
	As per Statement of Receipts and Payments	-	350,000
18.05.2	Baseline Survey Report Publication		
	DTP design, editing & printing Baseline Survey Report	-	30,000
	Total	-	30,000
18.05.3	Consultation Meeting for Developing Guideline		
	Time cost for expert	-	45,000
	Total	-	45,000
18.05.4	Guideline Review & Publication		
	Honorarium for guideline review	-	150,000
	DTP design, editing & printing Baseline Survey Report	-	71,000
	Distribution cost	-	6,539
	Total	-	227,539



	Note	For the period ended	
		31 August 2023	31 August 2022
		BDT	BDT
18.05.5	GMR report Publication		
	Honorarium for GMR review	-	65,000
	DTP design, editing & printing GMR Report	-	207,000
	Distribution cost	-	7,092
	Total	-	279,092
19.00	Gender Advocacy and Capacity Building		
	Advocacy & Capacity Building Cost	1,119,885	-
	Total	1,119,885	-
20.00	Media Innovation Hub		
	Online Training Courses	20.01	-
	Online Training Courses and Mobile Apps	20.02	2,453,273
	Promotion of Online Training Courses	20.03	-
	Website Development/Maintenance	20.04	24,833
	Grand Total	2,478,106	2,977,196
20.01	Online Training Courses		
	Online Training Courses on Safety & Security		2,348,839
	Total	-	2,348,839
20.02	Online Training Courses and Mobile Apps		
	Online Training Courses and Mobile Apps	2,286,451	-
	Online Platform Service (Zoom)	166,822	-
	Total	2,453,273	-
20.03	Promotion of Online Training Courses		
	Transportation	-	174,632
	Accommodation	-	48,803
	Daily allowance for programme staffs	-	48,600
	Venue	-	51,258
	Food	-	115,519
	Conveyance	-	82,000
	Conveyance and communication for local coordinator	-	12,000
	Honorarium for Local Coordinator	-	40,000
	Information Kit	-	9,574
	Meeting cost of local media house	-	33,507
	Total	-	615,893
20.04	Website Development/Maintenance		
	Website Maintenance Support cost	-	12,464
	Website Development/Maintenance	24,833	-
	Total	24,833	12,464
21.00	RTI Help Desk & Clinic		
	Support Cost of RTI Applications	333,350	3,070
	Total	333,350	3,070
22.00	MRDI's Organizational Sustainability		
	MRDI's Organizational Sustainability Cost	388,643	-
	Total	388,643	-
23.00	Internal Activities		
	Organization Review for MRDI	23.01	-
	MRDI's Organizational Sustainability	23.02	1,050,000
	Office Equipment (Expenses)	23.03	46,640
	Office Set-up and Equipment (Expenses)	23.04	42,719
	Project Meeting Cost	23.05	59,560
			47,195
	Grand Total	106,755	1,139,359
23.01	Organization Review for MRDI		
	Legal Expert	-	550,000
	Honorarium for Automation Expert for staff training	-	500,000
	As per Statement of Income and Expenditure Account	-	1,050,000



Note	For the period ended	
	31 August 2023	31 August 2022
	BDT	BDT
23.02	MRDI's Organizational Sustainability	
	MRDI's Organizational Sustainability Cost	
	Total	46,640
		<u>46,640</u>
23.03	Office Equipment (Expenses)	
	Office Equipment Expenses	39,228
	Office Security device/equipment	3,491
	Office Set-up and Equipment	-
	Total	42,719
		<u>42,719</u>
23.04	Office Set-up and Equipment (Expenses)	
	Office Set-up and Equipment	-
	Total	59,560
		<u>59,560</u>
23.05	Project Meeting Cost	
	Project Meeting Cost	-
	Total	47,195
		<u>47,195</u>
24.00	Translation	
	Translation cost	-
	Total	216,665
		<u>216,665</u>
25.00	Facility Service for Fojo Staffs	
	Facility Service for Fojo Staffs	420,000
	Total	420,000
		<u>420,000</u>
26.00	Audit Fees	
	Audit fees	100,000
	As per Statement of Income and Expenditure Account	200,000
	Less: Provision made during the year	(100,000)
	As per Statement of Receipts and Payments	-
		<u>-</u>
27.00	Financial services	
	Bank Charges	17,634
	Total	20,562
		<u>20,562</u>
28.00	Reduce Gap between Classroom & Newsroom	
	Support Public University on Fact Checking	-
	Total	699,148
		<u>699,148</u>
29.00	Project Development Cost	
	Honorarium for Advisor	2,000,000
	Total	-
		<u>2,000,000</u>
30.00	Contingency	
	Contingency	1,302,427
	Less: Programme equipment purchase	86,000
	Total	1,216,427
		<u>1,216,427</u>


 Md. Mominul Islam
 Manager, Accounts


 Hasibur Rahman
 Executive Director



SECOND PART

**FD-4 Certificate and
Report as per requirement of
NGO Affairs Bureau, GOB**

H7C

FD-4 Form
Certificate issued by CA Firm

Howladar Yunus & Co.
House-14 (Level 4 & 5)
Road-16A, Gulshan-1
Dhaka-1212
Bangladesh
T :+880 2 58815247

I undersigned is certifying that our CA Firm, Howladar Yunus & Co., Chartered Accountants has completed the audit of Improving Qualitative Journalism in Bangladesh Phase-II of below mentioned organization's project for the period from 01 September 2022 to 31 August 2023. During the Audit, required books of accounts, bill, voucher and necessary evidence have been verified. According to the audited financial statement, relevant information are as follows:

1. Name of the NGO : **Management and Resources Development Initiative (MRDI)**
2. Registration Number : 1962
3. Address (with telephone number, website & email) : 8/19 Sir Syed Road, Block-A, Mohammadpur, Dhaka-1207. Phone: 02-41022772-4
Website: www.mrdibd.org, E-mail: info@mrdibd.org
4. Name and duration of the project : **Improving Qualitative Journalism in Bangladesh Phase -II**
For the period from 01 September 2022 to 31 August 2023
5. Audit period of the project : 01 September 2022 to 31 August 2023
6. Opening balance of the period : Taka 6,574,574
7. Non-Disbursement of Donor fund against previous year's provision against expenditure : Taka 7,830
8. Foreign donation received during the audit period : Taka 49,523,292
9. Program equipment purchase during the year : Taka 125,124
10. Automation/Software development cost during the year : Taka 1,355,000
11. Foreign donation utilized during audit period : Taka 52,050,151
12. Balance of unutilized foreign donation at the end of audit period : Taka 2,575,421

FD-4/1 statement has been prepared appropriately as per line items of approved budget of the NGO Affairs Bureau.

Declaration

I hereby declaring that I have read all the related rules and regulations and all the information in the Statement of Expenditure found true and accurate.



Muhammad Farooq FCA
Managing Partner
Howladar Yunus & Co.
Chartered Accountants
H-14, Rd 16/A, Gulshan-1,
Dhaka
Date: 03 October 2023

FD-4(1) Form
Certificate issued by CA Firm

1	Name of the project	Improving Qualitative Journalism in Bangladesh Phase -II
2	Project Approval No. and Date	1st Approval No. 03.07.2666.665.68.102.19-1017, Date: 11-November-2019
	1st revised approval no. and date	03.07.2666.665.68.102.19-356, Date: 25-March-2020
	2nd revised approval no. and date	03.07.2666.665.68.102.19-785, Date: 27-July-2020
	3rd revised approval no. and date	03.07.2666.665.68.102.19-682, Date: 03-March-2021
	4th revised approval no. and date	03.07.2666.665.68.102.19-1123, Date: 19-September-2021
	5th revised approval no. and date	03.07.2666.666.68.102.2019-251, Date: 09-March-2022
	6th revised approval no. and date	03.07.2666.666.68.102.2019-311, Date: 27-April-2022
	7th revised approval no. and date	03.07.2666.666.68.102.2019-316, Date: 29-September-2022
	Latest revised approval no.	03.07.2666.666.68.102.2019-760, Date: 24-January-2023
3	Project Year	01 September 2022 to 31 August 2023
4	(a) Foreign donation disbursed amount and date	Taka 23,581,537 dated 01 November 2022 and Taka 25,941,755 dated 25 April 2023, in Total Taka 49,523,292
	(b) Foreign donation received amount and date	Taka 23,581,537 dated 03 November 2022 and Taka 25,941,755 dated 26 April 2023, in Total Taka 49,523,292

SL. No	Particulars	Budgeted Amount	Actual expenditure	Variance	Variance in %	Reason for variance
1.00	Human Resources					
	Salaries (gross salaries including social security charges and other related costs including MRDI Overhead, local staff)					
	Executive Director (Partial)	1,970,936	1,925,880	45,056	2%	
	Executive Director (Festival allowance)	327,398	320,980	6,418	2%	
	Head of IJ Help Desk (Full Time)	3,547,466	3,565,642	(18,176)	-1%	
	Head of IJ Help Desk (Festival allowance)	327,378	327,378	-	0%	
	Project Manager (Full Time)	3,378,280	2,796,590	581,690	17%	
	Project Manager (Festival allowance)	282,456	279,660	2,796	1%	
	Advisor, MEAL	1,507,500	1,507,500	-	0%	
	Advisor, MEAL (Festival allowance)	135,000	135,000	-	0%	
	Capacity Building Manager (Full Time)	2,156,304	2,156,304	-	0%	
	Capacity Building Manager (Festival allowance)	179,096	179,095	1	0%	
	Head of RTI Help Desk	1,122,696	1,054,800	67,896	6%	
	Head of RTI Help Desk (Festival allowance)	93,000	-	93,000	100%	
	Senior RTI Help Desk Officer (62% working time)	473,408	410,503	62,905	13%	
	Senior RTI Help Desk Officer (Festival allowance)	43,400	-	43,400	100%	
	ITP Coordinator	310,940	338,148	(27,208)	-9%	
	ITP Coordinator (Festival allowance)	31,000	31,000	-	0%	
	Project Coordinator (Full Time)	1,352,592	1,339,200	13,392	1%	

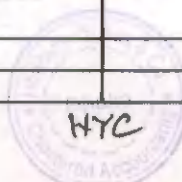
SL. No	Particulars	Budgeted Amount	Actual expenditure	Variance	Variance in %	Reason for variance
	Project Coordinator (Festival allowance)	111,600	111,600	-	0%	
	Project Coordinator - 3 (Full Time)	819,958	1,100,132	(280,174)	-34%	
	Project Coordinator - 3 (Festival allowance)	63,070	100,912	(37,842)	-60%	
	Finance Manager (Full Time)	1,352,592	1,365,984	(13,392)	-1%	
	Finance Manager (Festival allowance)	124,000	124,000	-	0%	
	Finance Controller (Partial)	178,560	44,640	133,920	75%	
	Finance Controller (Festival allowance)	12,400	-	12,400	100%	
	Senior Finance Officer	781,402	952,762	(171,360)	-22%	
	Senior Finance Officer (Festival allowance)	95,200	95,200	-	0%	
	Logistics Coordinator (60% working time)	623,066	623,066	-	0%	
	Logistics Coordinator (Festival allowance)	57,120	57,120	-	0%	
	Sub Editor - GIJN (Full Time)	907,200	865,740	41,460	5%	
	Sub Editor - GIJN (Festival allowance)	76,230	74,340	1,890	2%	
	Senior IT Officer (Full Time)	899,640	899,640	-	0%	
	Senior IT Officer (Festival Allowances)	82,600	82,600	-	0%	
	Media Monitoring Officer-1 (Full Time)	763,560	763,560	-	0%	
	Media Monitoring Officer-1(Festival Allowances)	63,000	70,000	(7,000)	-11%	
	Media Monitoring Officer-2 (Full Time)	491,200	491,200	-	0%	
	Media Monitoring Officer-2 (Festival Allowances)	41,400	41,400	-	0%	
	Project Officer (Full Time)	491,200	440,000	51,200	10%	
	Project Officer (Festival Allowances)	41,400	40,000	1,400	3%	
	Office Junior (Partial)	123,960	123,960	-	0%	
	Office Junior (Festival Allowances)	10,000	10,000	-	0%	
	Total Human resources	25,449,208	24,845,536	603,672	2%	
2.00	Per diems for missions/travel, Local staff					
	MRDI Staff, International per diem	319,200	129,022	190,178	60%	
	Total of Per diems for missions/travel, Local staff	319,200	129,022	190,178	60%	
3.00	Travel & Accommodation					
	MRDI staff, local travel	120,000	114,188	5,812	5%	
	MRDI-Fojo project Staff local travel (lumpsum days)	180,000	160,021	19,979	11%	
	Visa related expenses and covid test (2 visits x 3 Persons)	180,000	24,087	155,913	87%	
	Local conveyance & Communication cost (In abroad) (2 visit x 3 persons x 5 days)	60,000	41,664	18,336	31%	
	Total Travel & Accommodation	540,000	339,960	200,040	37%	



SL. No	Particulars	Budgeted Amount	Actual expenditure	Variance	Variance in %	Reason far variance
4.00	Investigative Journalism Partnership (IJP)					
4.1	IJ Partnership and SJ Partnership					
	IJ Partnership and SJ Partnership	6,000,000	1,546,383	4,453,617	74%	The budget is unspent because there was no requirement to reimbursement of any expenditure from IJ Partners.
	Meeting cost (lumpsum)	50,000	9,633	40,367	81%	
	Total of IJP and SJP Partnership	6,050,000	1,556,016	4,493,984	74%	
4.2	Investigative Journalism Helpdesk					
	Help Desk Promotional Expenses	320,000	-	320,000	100%	The promotion was made through different training programme and interaction session by the project, that is why no budget was spent.
	Help Desk Support Cost and Collaboration	2,000,000	1,034,106	965,894	48%	The IJ helpdesk spent budget as per requirement from the journalists during their story production.
	Subtotal Investigative Journalism Helpdesk	2,320,000	1,034,106	1,285,894	55%	
4.5	International Study Visit					
	International Perdiem	425,600	-	425,600	100%	The budget is unspent because the project team and fojo found the overseas visit will not achieve the desired resu
	Visa related expenses and covid test	160,000	-	160,000	100%	
	Local Conveyonce and Communication Cast in Abroad	68,000	-	68,000	100%	
	Sub total Training on Investigative Journalism	653,600	-	653,600	100%	
4.6	Media monitoring					
	Newspaper Archieve charges (30 days x 60 month x 10 media)	126,000	126,000	-	0%	
	TV clip archieve charge (30 days X 60 months X 10 TV)	1,260,000	1,260,000	-	0%	
	Subtotal of Media monitoring	1,386,000	1,386,000	-	0%	
4.7	Translation of Investigative Reporting Handbook					
	Honorarium for translator	350,000	380,000	(30,000)	-9%	
	Honorarium for reviewer (lumsun)	100,000	125,000	(25,000)	-25%	
	DTP design, editing & printing	300,000	401,056	(101,056)	-34%	
	Reprint Cast of Handbook		-	-	#DIV/0!	
	Distribution of hand book	20,000	-	20,000	100%	
	Subtotal of Translation of Investigative Journalism Publications	770,000	906,056	(136,056)	-18%	



SL. No	Particulars	Budgeted Amount	Actual expenditure	Variance	Variance in %	Reason for variance
4.8	Gatekeepers engagement meeting					
	Gatekeepers engagement meeting	150,000	65,540	84,460	56%	During the implementation of different capacity project frequently interact with the gatekeepers to get their input and suggestion. Keeping this frequent engagement with them we dropped two such meeting.
	<i>Subtotal of Gatekeepers engagement meeting</i>	<i>150,000</i>	<i>65,540</i>	<i>84,460</i>	<i>56%</i>	
4.9	Start-up Support					
	Start-up Support & Capacity Building	2,500,000	-	2,500,000	100%	In consultation with our partner fcja, we agreed that this intervention may create some communication gap among our stakeholders to identify startup. Also both the organization agreed this initiative will not ensure value for money.
	<i>Subtotal of Start-up Support</i>	<i>2,500,000</i>	<i>-</i>	<i>2,500,000</i>	<i>100%</i>	
4.10	Reprint of Journalism Publication					
	Reprint Cost	800,000	807,200	(7,200)	-1%	Spent as per actual requirement.
	Distribution Cost	50,000	121	49,879	100%	The budget is unspent because some of journalism publications were reprinted for future uses in the training activities, but there was no necessary of distribution cost. We are distributing through different journalism training session of MRDI.
	<i>Subtotal of Reprint of Journalism Publication</i>	<i>850,000</i>	<i>807,321</i>	<i>42,679</i>	<i>5%</i>	
4.11	Training for Facilitators					
	Honorarium for Facilitators (1 person x 3 days)	75,000	12,500	62,500	83%	
	Transportation for facilitators, resource persons, Program staff, Participants (Vehicle Rent+Fuel+driver allowance+toll)	100,000	62,321	37,679	38%	
	Information kit (Folder, writing pad, pen & information material)	37,500	33,727	3,773	10%	
	Venue (With sound system & other facilities) Hope foundation training centre, Savar, Dhaka	60,000	55,660	4,340	7%	
	Food for participants (Breakfast, 2 tea-snacks, lunch and dinner)	119,250	154,148	(34,898)	-29%	
	Accommodation	119,250	129,789	(10,539)	-9%	
	Conveyance and incidental cost for Dhaka participants (10 persons x 3 days)	60,000	70,000	(10,000)	-17%	
	Banner	2,000	1,500	500	25%	
	Certificate	6,000	4,500	1,500	25%	



SL. No	Particulars	Budgeted Amount	Actual expenditure	Variance	Variance in %	Reason for variance
	Stationery	5,000	3,647	1,353	27%	
	Daily allowance for programme staffs (5 persons x 3 days)	6,750	8,700	(1,950)	-29%	
	Miscellaneous Expenses	10,000	9,670	330	3%	
	Sub total of Facilitators Training	600,750	546,162	54,588	9%	
	Total Investigative Journalism Fund	15,280,350	6,301,201	8,979,149	59%	
5.00	Mentorship Programme					
5.1	Mentorship for Dhaka Reporters					
5.1.1	Mentorship Training for Dhaka Reporters					
	Honorarium for Facilitators (1 person x 4 days)	100,000	100,000	-	0%	
	Honorarium for Resource persons (4 session x 4 Days)	120,000	60,000	60,000	50%	
	Transportation for facilitators, resource persons, Program staff, Participants (Vehicle Rent+Fuel+driver allowance+toll)	120,000	84,450	35,550	30%	
	Information kit (Folder, writing pad, pen & information material)	37,500	18,888	18,612	50%	
	Venue (With sound system & other facilities) Hope foundation training centre, Savar, Dhaka	80,000	55,660	24,340	30%	
	Food for participants (Breakfast, 2 tea-snacks, lunch and dinner)	217,300	197,810	19,490	9%	
	Accommodation	217,300	168,498	48,802	22%	
	Conveyance and incidental cost for Dhaka reporters (12 persons x 4 days)	96,000	96,000	-	0%	
	Banner	2,000	1,500	500	25%	
	Stationery	6,000	4,918	1,082	18%	
	Daily allowance for programme staffs (5 persons x 4 days)	9,000	9,600	(600)	-7%	
	Miscellaneous Expenses	10,000	9,940	60	1%	
	Sub total of Mentorship Training for Dhaka Reporters	1,015,100	807,264	207,836	20%	
5.1.2	Mentorship Support for Dhaka Reporter					
	Honorarium for mentor	750,000	750,000	-	0%	
	Expenses for mentees (12 persons x 2 months x 3 Mentorship)	420,000	482,805	(62,805)	-15%	
	Certificate Printing and Distribution	6,000	5,610	390	7%	
	Sub total of Mentorship Support for Dhaka Reporter	1,176,000	1,238,415	(62,415)	-5%	
	Total Mentorship Cost for Dhaka Reporters	2,191,100	2,045,679	145,421	7%	
5.2	Mentorship for Correspondents					
5.2.2	Mentorship Support for Correspondents					
	Honorarium for mentor	750,000	750,000	-	0%	
	Expenses for mentees (12 persons x 2 months x 3 Mentorship)	420,000	385,000	35,000	8%	
	Certificate Printing & Distribution	6,000	3,579	2,421	40%	
	Sub total of Mentorship Support for Correspondents	1,176,000	1,138,579	37,421	3%	
	Total Mentorship cost for Correspondents	1,176,000	1,138,579	37,421	3%	

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Sl. No	Particulars	Budgeted Amount	Actual expenditure	Variance	Variance in %	Reason for variance
	Total of Mentorship Programme	3,367,100	3,184,258	182,842	5%	
6.00	Bootcamp for Reporters (TV & Print Media)					
6.1	Bootcamp for Reporters on Investigative reporting (Dhaka)					
6.1.2	Follow up Training of Bootcamp for TV Reporters on Investigative reporting (Dhaka)					
	Honorarium for Facilitators (2 person x 3 days)	150,000	150,000	-	0%	
	Honorarium for Resource persons (4 session x 3 Days)	90,000	60,000	30,000	33%	
	Transportation for facilitators, resource persons, Program staff, Participants (Vehicle Rent+Fuel+driver allowance+toll)	100,000	75,825	24,175	24%	
	Information kit (Folder, writing pad, pen & information material)	37,500	32,372	5,128	14%	
	Venue (With sound system & other facilities) Hope foundation training centre, Savar, Dhaka	60,000	47,437	12,563	21%	
	Food for participants (Breakfast, 2 tea-snacks, lunch and dinner)	174,900	127,664	47,236	27%	
	Accommodation	159,000	116,127	42,873	27%	
	Conveyance and incidental cost for Dhaka reporters (12 persons x 3 days)	72,000	54,000	18,000	25%	
	Banner	1,500	1,500	-	0%	
	Stationery	6,000	5,194	806	13%	
	Daily allowance for programme staffs (5 persons x 3 days)	6,750	7,200	(450)	-7%	
	Equipment Rent	60,000	-	60,000	100%	
	Miscellaneous Expenses	10,000	9,950	50	1%	
	Sub total of Follow up Training of Bootcamp for TV Reporters	927,650	687,269	240,381	26%	
6.1.3	Support for Bootcamp for Reporters on Investigative reporting (Dhaka)					
	Honorarium for mentor/s	750,000	750,000	-	0%	
	Expenses for mentees (12 persons x 2 months)	420,000	180,000	240,000	57%	
	Certificate Printing and Distribution	6,000	3,661	2,339	39%	
	Sub total of Support for Bootcamp Reporters on Investigative reporting	1,176,000	933,661	242,339	21%	
	Total Cost for Bootcamp for TV Reporters on Investigative reporting (Dhaka)	2,103,650	1,620,930	482,720	23%	
6.4	Bootcamp for Reporters (Outside Dhaka)					
6.4.1	Bootcamp for Reporters (Outside Dhaka)					
	Honorarium for Facilitators (2 person x 4 days) x 1 mentorship	200,000	200,000	-	0%	
	Travel and daily subsistence allowance for Facilitator	-	-	-	#DIV/0!	
	Honorarium for Resource persons (4 session x 4 days)	120,000	30,000	90,000	75%	

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SL. No	Particulars	Budgeted Amount	Actual expenditure	Variance	Variance in %	Reason for variance
	Transportation for facilitators, resource persons, Program staff, Participants (Vehicle Rent+Fuel+driver allowance+ toll)	120,000	157,869	(37,869)	-32%	
	Information kit (Folder, writing pad, pen & information material)	50,000	20,973	29,027	58%	
	Venue (With sound system & other facilities) Hope foundation training centre, Savar, Dhaka (4 days) for 1 mentorship	88,000	49,450	38,550	44%	
	Food for participants (Breakfast, 2 tea-snacks, lunch and dinner)	217,300	138,630	78,670	36%	
	Accommodation	217,300	137,080	80,220	37%	
	Travel for Participants (From Outside Dhaka participants, 12 persons x 2 ways)	36,000	36,000	-	0%	
	Daily Subsistence allowance for outside Dhaka participants (12 persons x 2 days)	84,000	84,000	-	0%	
	Incidental cost for participants Outside Dhaka (12 persons x 4 days)	96,000	96,000	-	0%	
	Banner	2,000	1,400	600	30%	
	Stationery	5,000	3,703	1,297	26%	
	Daily allowance for programme staffs (5 persons x 4 days)	9,000	8,700	300	3%	
	Equipment Rent	60,000	-	60,000	100%	
	Miscellaneous Expenses	10,000	8,600	1,400	14%	
	Sub total for Bootcamp for Reporters (Outside Dhaka)	1,314,600	972,405	342,195	26%	
6.4.2	Follow up Training of Bootcamp for Reporters (Outside Dhaka)					
	Honorarium for Facilitators (2 person x 3 days)	150,000	150,000	-	0%	
	Honorarium for Resource persons (4 session x 3 Days)	90,000	75,000	15,000	17%	
	Transportation for facilitators, resource persons, Program staff, Participants (Vehicle Rent+Fuel+driver allowance+ toll)	100,000	64,168	35,832	36%	
	Information kit (Folder, writing pad, pen & information material)	37,500	27,643	9,857	26%	
	Venue (With sound system & other facilities) Hope foundation training centre, Savar, Dhaka	60,000	26,565	33,435	56%	
	Food for participants (Breakfast, 2 tea-snacks, lunch and dinner)	174,900	152,900	22,000	13%	
	Accommodation	159,000	123,591	35,409	22%	
	Travel for Participants (From Outside Dhaka participants, 12 persons x 2 ways)	36,000	36,000	-	0%	
	Daily Subsistence allowance for outside Dhaka participants (12 persons x 2 days)	84,000	84,000	-	0%	

SL. No	Particulars	Budgeted Amount	Actual expenditure	Variance	Variance in %	Reason for variance
	Incidental cost for participants Outside Dhaka (12 persans x 3 days)	72,000	72,000	-	0%	
	Banner	2,000	1,500	500	25%	
	Stationery	5,000	3,150	1,850	37%	
	Daily allowance for programme staffs (5 persons x 3 days)	6,750	9,450	(2,700)	-40%	
	Equipment Rent	60,000	15,600	44,400	74%	
	Miscellaneous Expenses	10,000	9,780	220	2%	
	Sub total of Follow up Traning of Bootcamp for Reporters (Outside Dhaka)	1,047,150	851,347	195,803	19%	
6.4.3	Support for Correspondents Bootcamp on investigative reparting (Outside Dhaka)					
	Honorarium far mentor	750,000	750,000	-	0%	
	Expenses for mentees (12 persons x 2 months x 2 Mentorship)	420,000	240,000	180,000	43%	
	Certificate Printing & Distribution	7,000	4,218	2,782	40%	
	Sub total of Support for Correspondents Bootcamp on investigative reporting (Outside Dhaka)	1,177,000	994,218	182,782	16%	
	Total cost of Bootcamp for Reporters on investigative journalism (Outside Dhaka)	3,538,750	2,817,970	720,780	20%	
	Total Bootcamp for Reporters	5,642,400	4,438,900	1,203,500	21%	
7.00	Safety & Security Traning for Journalist					
7.2	Safety & Security Publication and Communication Materials					
	Safety & Security Publication and Communication Materials Print	300,000	-	300,000	100%	Considering the value for money os there was sufficient copies of safety security handbook available in the project store, there was no need for reprint.
	Publication and Communication Materials Distribution Cost	40,000	-	40,000	100%	
	Sub totol of Safety & Security Communication Materials	340,000	-	340,000	100%	
	Total of Safety & Security Program & Training	340,000	-	340,000	100%	
8.00	Sector wide					
8.1	Capacity building for journalists association					
	Copacity building for journalists association	700,000	350,000	350,000	50%	
	Residential training for journalists association	800,000	661,269	138,731	17%	
	Sub total	1,500,000	1,011,269	488,731	33%	
8.2	International Training Program (ITP)					
	International Training Program (ITP)	500,000	282,518	217,482	43%	
	Sub total of ITP	500,000	282,518	217,482	43%	
	Total Sector wide	2,000,000	1,293,787	706,213	35%	
9.00	Gender Advocacy and Capacity Building					
	Advococy & Capacity Building Cest	2,000,000	1,119,885	880,115	44%	
	Sub total of Gender Advocacy and Capacity Building	2,000,000	1,119,885	880,115	44%	

Sl. No	Particulars	Budgeted Amount	Actual expenditure	Variance	Variance in %	Reason for variance
10.00	Media Innovation Hub					
10.1	Online Training Courses and Mobile Apps	2,000,000	2,286,451	(286,451)	-14%	
	Online Platform Service (Zoom)	240,000	166,822	73,178	30%	
	Subtotal of Online Training Courses	2,240,000	2,453,273	(213,273)	-10%	
10.2	Website Development/Maintenance					
	Website Development/Maintenance	50,000	24,833	25,167	50%	
	Sub Total Promotion of Website Development/Maintenance	50,000	24,833	25,167	50%	
	Total of Media Innovation Hub	2,290,000	2,478,106	(188,106)	-8%	
11.0	RTI Help Desk					
	Support Cost of RTI Applications	350,000	333,350	16,650	5%	
	Total of RTI Help Desk	350,000	333,350	16,650	5%	
12.00	Automation/Software Development Cost					
	Full automation of MRDI administrative and financial procedure	3,600,000	1,355,000	2,245,000	62%	The assessment of the requirement and the capacity of MRDI to deploy the ERP system requires more time and vendor was selected end of May,2023. So the remaining amount transferred to the next period.
	Subtotal of Automation	3,600,000	1,355,000	2,245,000	62%	
13.00	MRDI's Organizational Sustainability/MRDI Capacity Building					
	MRDI's Organizational Sustainability Cost	1,000,000	388,643	611,357	61%	
	Subtotal of MRDI's Organizational Sustainability	1,000,000	388,643	611,357	61%	
14.00	Sustainable Journalism					
	Sustainable Journalism Cost	2,500,000	-	2,500,000	100%	In consultation with our partner fojo , we agreed that sustainable journalism is new concept for Bangladesh and we need to revisit.
	Total of Sustainable Journalism	2,500,000	-	2,500,000	100%	
15.00	Internal Activities					
15.1	Office Set-up and Equipment					
	Office Set-up and Equipment	200,000	184,684	15,316	8%	
	Subtotal of Office Set-up and Equipment	200,000	184,684	15,316	8%	
15.2	Project Meeting Cost					
	Project Meeting Cost	35,000	47,195	(12,195)	-35%	
	Subtotal of Project Meeting Cost	35,000	47,195	(12,195)	-35%	
	Total of Internal Activities	235,000	231,879	3,121	1%	
16.00	Audit					
	Audit Fees & Related Expenses	300,000	200,000	100,000	33%	
	Total Audit	300,000	200,000	100,000	33%	

Sl. No	Particulars	Budgeted Amount	Actual expenditure	Variance	Variance in %	Reason for variance
17.00	Translation					
	Translation cost	150,000	216,665	(66,665)	-44%	
	Total of Translation	150,000	216,665	(66,665)	-44%	
18.00	Reduce Gap between Classroom & Newsroom					
	Support Publice University on Fact Checking	4,400,000	699,148	3,700,852	84%	MRDI signed MoU with Rajshahi University and Jahagirnagar University to support their students inline with modern technique and tools . This partnership will oontinue next year.
	Total of Reduce Gap between Classroom & Newsroom	4,400,000	699,148	3,700,852	84%	
	Total before Contingency	69,763,258	47,555,340	22,207,918	32%	
19.00	Program Management Cost					
	MRDI Overhead (22% of the HR: Human Resaources)	5,598,826	5,466,017	132,809	2%	Spent as per actual requirement
	Contingency 1% to be used after approval of Fojo	758,121	68,356	689,765	91%	Spent as per actual requirement
	Facility service for Foje Staffs	420,000	420,000	-	0%	Spent as per actual requirement
	Financial services	30,000	20,562	9,438	31%	Spent as per actual requirement
	Sub total Programme Management Cost	6,806,947	5,974,935	832,012	12%	
	Grand Total Cost	76,570,205	53,530,275	23,039,930	30%	

Total Expenditure as per FD-4/1 (Annexure-A/1)	53,530,275
Less: Current year Provisian	(200,000)
Add: Payment for prior year provision	-
Foreign donation paid during audit period	53,330,275

Signature & Seal



Muhammad Farooq FCA

Managing Partner, Enrolment No. 0521

Howladar Yunus & Co.,

Chartered Accountants

Dated, Dhaka: 03 October 2023

Project: Improving Qualitative Journalism in Bangladesh Phase -II
Funded by: Fojo Media Institute, Linnaeus University, Sweden
Implemented by: Management and Resources Development Initiative (MRDI)
For the year ended 31 August 2023

Notes to FD-4

A. Reconciliation of cash and cash equivalents as per Financial Statements and Unutilized Donor Fund

Particulars	Tako
Cash and cash equivalents	3,271,798
Less: Provision of Expenses	(200,000)
Less: Reserve fund-bank interest	(496,377)
Unutilized Donor Fund as per Financial Statements	<u>2,575,421</u>

Management and Resources Development Initiative (MRDI)
Compliance with Instructions of NGO Affairs Bureau

Name of the Project : "Improving Qualitative Journalism in Bangladesh Phase -II"
Audit Period : 01 September 2022 to 31 August 2023
Project Approval No. & Date : 1st Approval No. 03.07.2666.665.68.102.19-1017,
Date: 11-November-2019

1st revised approval no. : 03.07.2666.665.68.102.19-356, Date: 25-March-2020
2nd revised approval no. : 03.07.2666.665.68.102.19-785, Date: 27-July-2020
3rd revised approval no. : 03.07.2666.665.68.102.19-682, Date: 03-March-2021
4th revised approval no. : 03.07.2666.665.68.102.19-1123, Date: 19-September-2021
5th revised approval no. : 03.07.2666.666.68.102.2019-251, Date: 09-March-2022
6th revised approval no. : 03.07.2666.666.68.102.2019-311, Date: 27-April-2022
7th revised approval no. : 03.07.2666.666.68.102.2019-316, Date: 29-September-2022
Latest revised approval no. : 03.07.2666.666.68.102.2019-760, Date: 24-January-2023

Our observations in compliance with the conditions laid down in the Circular # 03.07.2666.657.43.253.17-619, dated- 31 January 2022 issued from the NGO Affairs Bureau, Prime Minister's Office, and Government of the People's Republic of Bangladesh is listed below:

Condition-1

CA firm should perform their role with utmost responsibility and independence in case of audit of NGOs. Report has to be issued using MS Excel/Access Software.

Observations and Comments

We have conducted the audit in accordance with International Standards on Auditing (ISAs) and performed our role with utmost responsibility and independence in case during our audit. Report has also been issued using MS Excel/Access Software.

Condition-2

During the audit of the accounts of NGOs, the audit firm must provide their opinion on whether the project has been implemented in compliance with the Foreign Donations (Voluntary Activities) Regulation Act 2016, FD-6 related to the approval of the project and the terms & conditions of project approval after completion of the audit.

Observations and Comments

During our audit of the accounts, we have checked whether the NGO has implemented the project in the compliance of the requirements of the Foreign Donations (Voluntary Activities) Regulation Act, 2016, FD-6 related to the approval of the project and the terms & conditions of project approval and did not observe any non-compliance.



Condition-3

The CA firm, along with the audit report, must issue a certificate regarding receipts and expenditures of foreign Donation in form of FD-4 and Annexure A/1 prescribed by the Bureau. All information in FD-4 regarding foreign donation should be presented on cash basis not accrual basis. It means no foreign donation should be shown as negative balance or receivables. In FD-4, total variance between approved budget and actual expenditure should be shown in total Taka. Item-wise approved budget, actual expenditure, variance with percentage and reasons for variance should be shown in Annexure A/1. Heads, sub-heads and budget against those mentioned in Annexure A/1 should be in line with approved project (Annexure-C).

Observations and Comments

The Form of FD-4 along with Annexure-A/1 has been issued in the prescribed format of the Bureau. All the information of Foreign donations in the FD-4 has been provided on cash basis (not accrual basis) and no receivables pertaining to foreign donations have been taken into account. Item wise approved budget as per FD-6, actual amount spent and variance with reasons thereof have been described in Annexure-A/1 of the FD-4.

Condition-4

Separate audit report should be prepared for each project and the reports should be based on project year (maximum 12 months). If there is any local income/donation in the project, it should be shown in separate column and there has to be comment on the source of those local income/donation in compliance with the guideline of Foreign Donations (Voluntary Activities) Regulation Act 2016. Incomplete comment will be considered as non-compliance.

Observations and Comments

The audit report has been prepared separately for the project "Improving Qualitative Journalism in Bangladesh Phase -II" Project for the period 01 September 2022 to 31 August 2023 with a separate approval of NGOAB vide- Approval No. 03.07.2666.665.68.102.19-1017, Date: 11 November 2019 and revised approval no. 03.07.2666.666.68.102.2019-316, Date: 29-September-2022 and 03.07.2666.666.68.102.2019-760, Date: 24 January 2023. The project does not have any local income/donation.

Condition-5

In the audit report, the goals, objectives, and main activities of the project shall be mentioned briefly and the following information should be mentioned in the prescribed form:

1. Date of enlistment of CA firm for conducting of the Audit
2. Name of the project
3. Duration of the project
4. Memo No. & Date of approval of the project
5. Memo No. & Date of fund release
6. Amount of fund release (including installment)
7. Amount of foreign donation received



8. Whether any withdrawal was made from the mother account before the fund release clearance from Bureau;
Whether foreign donation has been received in the mother account.
9. Audit Year (Project year)
10. Project Area (District, Upazilla)
11. Number of beneficiaries

Observations and Comments

The brief project description is as follows:

A. Overall objectives:

The objectives of the project are-

- I. Improving Qualitative Journalism in Bangladesh-Phase II aims to improve Media in Bangladesh contribute to strengthened democracy and gender equality, greater respect for human rights and freedom from oppression. The project facilitates implementation of Management and Resources Development Initiative (MRDI) in Dhaka.
- II. Enhancement of journalists as media manager and trainer.

B. Program Activities:

- i. Investigative Journalism Partnership (IJP)
- ii. Investigative Journalism Helpdesk
- iii. International Study Visit
- iv. Media monitoring
- v. Translation of Investigative Reporting Handbook
- vi. Gatekeepers engagement meeting
- vii. Start-up Support
- viii. Reprint of Journalism Publication
- ix. Training for Facilitators
- x. Mentorship Programme
- xi. Bootcamp for Reporters (TV & Print Media)
- xii. Safety & Security Publication and Communication Materials
- xiv. Capacity building for journalists association
- xv. International Training Program (ITP)
- xvi. Gender Advocacy and Capacity Building
- xvii. Online Training Courses and Mobile Apps
- xviii. RTI Help Desk
- xix. Automation/Software Development Cost
- xx. MRDI's Organizational Sustainability/MRDI Capacity Building
- xxi. Sustainable Journalism
- xxii. Translation
- xxiii. Reduce Gap between Classroom & Newsroom



Specific information pertaining to the project is given below:

Sl. #	Name of the Implementation Agency	Management and Resources Development Initiative (MRDI)												
1.	Date of enlistment of CA firm for conducting of the Audit	Circular # 03.07.2666.657.43.253.17-619, Date- 31 January 2022 Serial No. 48												
2.	Name of the Project	"Improving Qualitative Journalism in Bangladesh-Phase II".												
3.	Duration of the project	September 2019 to August 2024 (60 months)												
4.	Memo No. & Date of approval of the project	Project Approval No. 03.07.2666.665.68.102.19-1017, Date: 11 November 2019 and Revised Approval No. 03.07.2666.666.68.102.2019-316, Date: 29-September-2022 and 03.07.2666.666.68.102.2019-760, Date: 24 January 2023.												
5.	Memo No. & Date of fund release	Approval No. 03.07.2666.666.68.102.2019-316, Date- 29 September 2022 and Revised Approval No. 03.07.2666.666.68.102.2019-760, Date: 24 January 2023.												
6.	Amount of fund release (including installment)	Total amount of fund/money release of the project by NGOAB and the fund were received from donor by the project through following installments: <table border="1"> <thead> <tr> <th>Date</th> <th>Mode of Receipt</th> <th>Amount in Taka</th> </tr> </thead> <tbody> <tr> <td>03 November 2022</td> <td>Bank transfer</td> <td>23,581,537</td> </tr> <tr> <td>26 April 2023</td> <td>Bank transfer</td> <td>25,941,755</td> </tr> <tr> <td colspan="2">Fund Received during the audit period:</td> <td>49,523,292</td> </tr> </tbody> </table>	Date	Mode of Receipt	Amount in Taka	03 November 2022	Bank transfer	23,581,537	26 April 2023	Bank transfer	25,941,755	Fund Received during the audit period:		49,523,292
Date	Mode of Receipt	Amount in Taka												
03 November 2022	Bank transfer	23,581,537												
26 April 2023	Bank transfer	25,941,755												
Fund Received during the audit period:		49,523,292												
7.	Amount of foreign donation received	Taka 49,523,292.00												
8.	Whether any withdrawal was made from the mother account before the fund release clearance from Bureau	No fund was received before NGOAB approval.												
	Whether local donation has been received in the mother account.	No local contribution/ donation has been received in mother account.												
9.	Audit year (Project period)	Audit Year: 01 September 2022 to 31 August 2023 (12 months) Project period: September 2019 to August 2024 (60 Months)												



10.	Project area (District & Upazilla)	Dhaka, Dhaka City corporation (as per FD 6)
11.	Number of beneficiaries	746

Condition-6

Balance Sheet, Income & Expenditure Account, and Receipts & Payments Account should be the part of the audit report and these statements should be signed by the authorized person of the NGO and the Name of the authorized person needs to be mentioned. If in any case the presentation of the Balance Sheet is not required, then an explanation should be included. The auditor should confirm whether the Receipts and Payments Account was prepared based on the ledger items maintained by NGO. In the items where the accumulated amount has been shown, (such as contingency and others), a detailed breakdown should be shown in notes.

Observations and Comments

Balance Sheet, Income & Expenditure Account, and Receipts & Payments Account are part of the audit report and these statements are signed by the authorized person of the NGO and the Name of the authorized person are mentioned. The Receipts & Payments Statement has been prepared in accordance with the ledgers maintained by the NGO. In the notes to the financial statements, breakups for each accumulated amount are provided for the items of the balance sheet, income & expenditure statements, and receipt & payment statements.

Condition-7

Every page of the NGO's audit report should contain page number. Initial of the authorized person of CA firm along with common seal should be provided in every page of the audit report. However, at the beginning of the report auditor's certificate, Balance Sheet, accounts statements, FD-4 certificate, and report as per TOR should contain the full signature of the auditor. Below the signature of the auditor, full name, designation and Enrollment Number should be mentioned. NGO's audit reports should have the following sequence:

First part

- Auditor's certificate including soope, opinion, etc.
- Balance Sheet
- Income & Expenditure Accounts/ Statements
- Receipts & Payments Accounts/Statements
- Notes to Financial Statement
- Schedule/Appendix/ Other Statement

Second part

- FD-4 certificate
- Annexure-A/1
- Notes of FD-4 (if any)
- Report should be prepared in line with TOR of NGOAB (sequence of conditions of the TOR should be followed as it is).



Observations and Comments

Page number has been inserted on every page of the report. Each page of the report is also initialed by us with common seal. Auditor's full signature has been given in Auditor's Report, Balance Sheet, Income and Expenditure Statement, Receipts and Payments Statement, FD-4 and the report prepared as per ToR. Below the signature of the auditor, full name, designation and Enrollment Number is also mentioned. Audit Report has been prepared serially as follows:

First Part

- Auditor's certificate including scope, opinion, etc.
- Balance Sheet
- Income and Expenditure Statement
- Receipts and Payments Statement
- Notes to Financial Statement
- Schedule/Appendix/Other Statement

Second Part

- FD-4 certificate
- Annexure-A/1
- Notes of FD-4
- Report based on TOR of NGOAB (conditions of TOR exactly followed).

Condition-8

In the case of multiple years of project audits, the audit report should contain whether it was audited in the earlier year, if yes, whether the report was submitted to the NGOAB. In the case of the continuous project i.e. the project continued in the same name/same type in the earlier year, whether it was audited in the earlier year, if yes, whether the report was submitted to the NGOAB.

Observations and Comments

Improving Qualitative Journalism in Bangladesh-Phase II is a sixty months project starting from September 2019 to August 2024. We have audited the fourth year of the project, so the audit period was starting from 01 September 2022 to 31 August 2023 for 12 months.

Condition-9

After completion of the audit, one copy (Original Copy) of the audit report in a sealed envelope should be sent directly to the Director General (Grade-1), NGO Affairs Bureau, Dhaka.

Observations and Comments

After completion of the audit, one copy (original copy) of the audit report in a sealed envelope will be sent directly to the Director General (Grade-1) of the NGO Affairs Bureau, Dhaka.

Condition-10

The number and date of the first registration of the NGO with NGOAB should be mentioned along with the latest date of renewal of registration.



Observations and Comments

The NGO's first registration No. 1962, dated 21 September 2004, under the Foreign Donation (Voluntary Activities) Regulation Act, 2016 renewed on 24 July 2019 for 10 years which will expire on 20 September 2029.

Condition-11

As per Section-9 of the Foreign Donations (Voluntary Activities) Regulation Act 2016, all foreign donations of an NGO shall be received by a single bank account. It should be reported whether the NGO has received all the foreign donations in a single Bank Account as per the said rule. The name of the Bank, Account Number, and Amount should be mentioned if the foreign donation has been received through more than one Bank Account non-complying with this rule.

Observations and Comments

We confirm that under Section-9 of the Foreign Donations (Voluntary Activities) Regulation Act 2016, the organization received all the foreign donations through Southeast Bank Limited, Dhanmondi Branch, Navana Newbury Place, first floor, 4/1/A Mirpur Road, Shanbaug, Dhaka, Bangladesh Account No-001211100006616 (Mother account).

Condition-12

The bank account number approved by the NGO Affairs Bureau for receipt of foreign donation (mother account) including the name of the Bank and its Branch, amount of donation received during the concerned project year along with date and name of the donor should be mentioned. The date of foreign donation transferred from the mother account to the project account should be mentioned. Bank reconciliation between the mother account and Project account should be checked and to be mentioned whether it is correct.

Information of Mother Account			Information of Project Account			Donor Name	Remarks
Bank Name & Address	Amount of fund receipt	Date of Receipt	Bank Name & Address	Amount of fund receipt	Date of Receipt		

Observations and Comments

The organization has received foreign donations of an amount of Toka 49,523,292.00 through the mother account with Southeast Bank Limited, Dhanmondi Branch, Account No-001211100006616 (Mother account). The name of the donor, date, and amount received are given below:



information of Mother Account			Information of Project Account			Donor Name	Remarks
Bank Name & Address	Amount of Fund Receipt	Date of Receipt	Bank Name & Address	Amount of fund receipt	Date of Receipt		
Southeast Bank Ltd., Dhanmondi Branch	23,581,537	01-Nov-2022	Prime Bank Ltd., Asad Gate Branch	23,581,537	03-11-2022	Fojo Media Institute Linnaeus University	Fund Transfer from mother account to project account:
	25,941,755	25-Apr-2023		25,941,755	26-04-2023		
Total	49,523,292		Total	49,523,292			

Bank reconciliation between mother account and Project account has been checked and certified as correct.

Condition-13

Donations received in kind/ Commodities should be accounted for after proper valuation and should be shown with the donation received in Form FD-4. Its utilization and the unutilized balance should be shown as per Form FD-5.

Observations and Comments

During the year under audit, the NGO did not receive any donations in Kind/ Commodities, according to the information/documents provided to us.

Condition-14

The bank interest (exchange gain) on foreign donations should be shown in the accounts separately and it should be mentioned whether permission has been obtained from the NGO Affairs Bureau for use of it. The said bank interest cannot be refunded to the donor. If necessary, it should be spent by the NGO on another project.

Observations and Comments

During the audit period (01 September 2022 to 31 August 2023) Bank Interest of Taka 85,146.00 was earned and shown in the accounts separately and the amount was not spent. It is to be mentioned, no bank interest was refunded to the donor.

Condition-15

It should be reported whether the accounts of NGO are maintained under double entry system of book-keeping and cash book, bank book, ledger book, stock register, fixed asset register and other registers are maintained properly in line with Section-12 of Foreign Donations (Voluntary Activities) Regulation Act 2016.

Observations and Comments

As per section 12 of The Foreign Donations (Voluntary Activities) Regulation Act 2016, the organization has maintained its accounts according to the double-entry system and books of accounts like Cash Book or Bank Book, Ledger, Stock register, Assets Register and others are maintained properly. The organization kept its financial records of the project in Tally Software.



Conditon-16

It should be reported whether separate Revolving Loan Fund (RLF) for each donor (including earlier Programs) is maintained and whether RLF is audited by independent auditors each year. If RLF from Foreign Danation is not recorded separately and the loan disbursed from the audited Program, then it should be ensured that the service charge is recorded as receipts.

Observations and Comments

The NGO does not have any Revolving Loan Fund (RLF).

Condition-17

It should be mentioned whether the NGO has obtained a license from Microcredit Regulatory Authority (MRA) for implementing micro credit activities.

Observations and Comments

The NGO was not listed with Microcredit Regulatory Authority.

Condition-18

If any expenditure is made in foreign currency out of the receipt of donation, a detailed description should be given in the report.

Observations and Comments

The organization has incurred expenditure in foreign currency during the period under audit. Details are as follows:

Particulars	Amount in BDT
MRDI Staff, International per diem	1,29,022
Visa related expenses and covid test	24,087
Conveyance & Communication cost (In abroad)	41,664
Total	194,773

The Organization has taken approval from NGOAB vide letter no 03.07.2666.666.69.045.22-805 dated 08 February 2023 and 03.07.2666.666.69.045.22-923, dated 17 May 2023

Condition-19

It should be mentioned whether any amount of certain head of account spent beyond budget and adjusted with other head of accounts or any unapproved amount of expenditures amount has been adjusted with the regular head of expenditures. If yes, whether approval was obtained from NGOAB in support of the excess expenditures.

Observations and Comments

On the basis of the information available to us, and the results of our review of the books of accounts which was conducted on a sample basis, during the period under audit, the project expenditures have not been adjusted to avoid budget overrun in one-line item with the surplus budget in another line item.



Condition-20

Whether any amount of the salaries and allowances of the officer/ staff and other expenses above Taka 10,000 were paid through the bank account.

Observations and Comments

During the audit period, we observed that the salary and benefits of the staff and other expenses in all cases were excess of Taka 10,000 are paid in account payee cheque or Bank transfer.

Condition-21

If the project is implemented through the taking of loan, then the reason for taking the loan with the source of loan and the information regarding prior approval of NGOAB and approval of Executive Committee of the NGO should be furnished.

Observations and Comments

The project has not taken any loan during the audit period.

Condition-22

Detailed information along with the approval of the Executive Committee of the NGO should be furnished if the members of the general body or executive committee receive salary or honorarium. Moreover, detailed information of salary/remuneration should be given if the Chief Executive of the Program received any full/part salary/ honorarium from the audited Program and other Programs.

Observations and Comments

No member of the Board of Directors of the NGO has received any pay and allowances or honorarium from project fund except for Executive Director. The Executive Director has received a total amount of Taka 7,489,510 from the programs out of which Taka 2,246,860 is received as salary from this project and Taka 5,242,650 from other projects of MRDI during the period under Audit.

Condition-23

It should be mentioned whether the internal control system of the organization is satisfactory or not.

Observations and Comments

Based on our assessment and review of the internal control system of the NGO, it appears to be at a satisfactory level.

Condition-24

Whether any money is refunded to the donor, if refunded, whether approval is taken from NGOAB, details are to be given.

Observations and Comments

No amount has been refunded to the Donor Agency from this project during the year under our audit.



Condition-25

Comment has to be given whether VAT and IT were properly deducted from the bill/vouchers according to the government laws and regulations and deposited to Government Treasury and whether revenue stamps were affixed on bill/vouchers in respect of the transactions of the project by the organization. The amount of deducted and arrear of VAT and IT against the project expenditure should be mentioned as per the following format:

Sl. No.	Detail of expenditure with subhead as per Annexure A/1	Amount of expenditure	Deductible Amount		Deducted amount		Deposited to Government Treasury		Arrear amount		Treasury/ Mushak Challan no. date, Bank name & Branch
			4	5	6	7	8	9	10	11	
1	2	3	VAT	AIT	VAT	AIT	VAT	AIT	VAT	AIT	12

Observations and Comments

Based on the results of our audit of transactions, carried out on a sample basis, in our opinion, Income Tax and VAT have been deducted at source from payments against bills/vouchers and have been duly deposited into the Treasury. Revenue stamps have also been affixed in applicable cases. During the year, the NGO deposited Taka 1,776,505 for Tax and Taka 268,146 for VAT to the Government Treasury. Details for the VAT and TAX are referred to Annexure-B.

Condition-26

It should be reported whether the NGO, as a legal entity, submits income tax return to NBR every year as per Income Tax Ordinance 1984. If any foreign employee is working in the NGO, it should also be mentioned whether the foreign employee pays tax on a regular basis and his last income year's tax assessment has been completed. Due to the significance of VAT and Income tax, the concerned Firm and NGO have to disclose the complete information.

Observations and Comments

Management and Resources Development Initiative (MRDI) has obtained Tax Identification Number (TIN) 5735-7494-4393. Management and Resources Development Initiative (MRDI) as a legal entity submits Income Tax Return as per Income Tax Ordinance 1984 for each year. The organization has also submitted Income Tax Return for the assessment year 2022 - 2023 to the National Board of Revenue in accordance with the Income Tax Ordinance, 1984. No foreign employee is working in the NGO under this project.

Condition-27

The audit report should state whether any Income Generating Activities (IGA) is included with the concerned project. If so, mention whether taxes are paid properly on income from such IGA with the name of the source or whether the organization has collected any Income Tax Exemption Certificate from the NBR.

Observations and Comments

The project does not have any Income Generating Activities (IGA).

Condition-28

It should be reported whether any officer/employee/member of the Executive Committee or the General Committee went on foreign travel by availing, air ticket/any other facility by utilizing the funds received from foreign sources. If so, the details of such travel and whether permission from NGO Affairs Bureau was taken in respect of the travel should be given.

Observations and Comments

During the period under audit, the executive director of Management and Resources Development Initiative (MRDI) traveled abroad by using the foreign donation received for the project. Details are as follows:

Date of departure	Date of arrival	NGOAB permission letter vide no. & date
04 March 2023	16 March 2023	03.07.2666.666.69.045.22-805, dated 08 February 2023
29 May 2023	04 June 2023	03.07.2666.666.69.045.22-923, dated 17 May 2023

Particulars	Amount in BDT
MRDI Staff, International per diem	1,29,022
Visa related expenses and covid test	24,087
Local conveyance & Communication cost	41,664
Total	194,773

Condition-29

The audit report should contain a description of Fixed Assets (along with value) owned by the NGO and it should be mentioned whether relevant fixed assets/ deed/ office rent agreement/ donated land/ vehicle and other assets are reported in the name of the NGO.

Observations and Comments

The list of fixed assets purchased under the project for the period ended 31 August 2023 is given in Annexure-C-1. Moreover, the total fixed assets schedule of the NGO is provided in Annexure-C. It is to be noted that the assets require registration in the name of the NGO is done properly.

Condition-30

Whether immovable/moveable assets purchased under this project have been sold-out/transferred? If so, whether approval is taken from NGOAB to be reported.

Observations and Comments

There was no fixed assets/moveable properties sold-out/transferred during the audit period under this project.



Condition-31

The CA firm should issue a management letter mentioning the irregularities/ ineligible cost/unauthorized expenditure/unapproved budgeted expenditure to the management of the organization after completion of the audit. A copy of the management letter should be submitted to Deputy Director (Inspection & Audit). It should be mentioned if such report is not required.

Observations and Comments

We have identified some irregularities, and we have issued a management letter mentioning such irregularities.

Condition-32

A CA Firm cannot consecutively audit the same project of the NGO for more than five (5) years. For this reason, the CA Firm should certify that they did not audit the audited project of the NGO consecutively for more than five (5) years.

Observations and Comments

We conducted the audit of the "Improving Qualitative Journalism in Bangladesh Phase -II" project for the fourth year period from 01 September 2022 to 31 August 2023.

Condition-33

A list of the members of the organization's Executive Committee/Governing Body/Management Committee is to be enclosed in the audit report.

Observations and Comments

Details of the members of the Executive committee have been shown in the following table:

Sl. No.	Name of the Member	Designation
1.	Farid Hossain	Chairman
2.	Hasibur Rahman	Executive Director
3.	Md. Nazrul Islam	Director
4.	Syed Ishtiaque Reza	Director
5.	Sakiul Millat Morshed	Director
6.	Kajal Kanti Sengupta	Director
7.	Dr. Azizunahar Islam	Director
8.	Mainul Alam	Director

Condition-34

It should be mentioned whether all the expenditures relevant to the audit of the project are borne from the project/organization.

Observations and Comments

All the expenditure of the audit of the project has been borne from this project.



Condition-35

The audit report should contain the memorandum number with the date of the firm's enlistment and renewal.

Observations and Comments

Howladar Yunus & Co., Chartered Accountants is enlisted with NGO Affairs Bureau by Enlistment/Renewal Memo No: # 03.07.2666.657.43.253.17-619, dated- 31 January 2022, (Sl. No. 48).

Condition-36

The auditor should include opinions on whether the entity's all financial transactions are free from money laundering and terrorist financing activities.

Observations and Comments

Based on our verification on a sample basis, we did not find any indication that the NGO is involved in money laundering and terrorist financing activities.

Condition-37

Detail opinion along with evidence should be given on whether the conditions of approval of the project have been dully followed and the local administration has been involved in the implementation of the project.

Observations and comments

MRDI complied with all the conditions of project approval and involved the local government in the implemented project. Details ore as follows:

SL No.	Conditions	Status
1.	The NGO has to involve/inform the concerned District Commissioner about the implementation of the project. For this purpose, a copy of FD-6 has to be submitted ta District Commissioner.	Complied
2.	The NGO has to submit the quarterly project implementation report to NGO Affairs Bureau and related District Office.	Complied
3.	The project audit report has to be submitted to the NGO Affairs Bureau and Statistics Department of Bangladesh Bank within 2 (two) months after the project's year-end.	Complied
4.	The NGO has to submit an annual progress report in the 8 (eight) tables mentioned in Paragraph 11 (from 'ka' to 'cha') of Paripatro within 3 (three) months after the project's year-end.	Complied
5.	NGO has to avoid duality in project implementation. NGO cannot choose beneficiary person/family of other organization/government conducted project as the beneficiary of this project.	Complied
6.	Income Tax/VAT has to be deducted as per the National Board of Revenue Circular.	Complied
7.	NGOAB or local government must be involved in the meetings, seminars & workshops arranged under the described project.	Complied
8.	The NGO has to submit Certification from Deputy Commissioner,	Complied



SL No.	Conditions	Status
	Dhaka	
9.	If any advise/directive to change or to make correction regarding any component of the project is received from the concerned ministry, the project proposal must be corrected in accordance with the same.	N/A
10.	Evidence of dispatch of the copy of the FD-6 to District Commissioner must be submitted.	Complied

Condition-38

It should be mentioned whether the audit has been completed within the deadline, if not, logical reason for the delay to be mentioned.

Observations and comments

As per the condition of project approval of NGOAB, the audit has been completed within 2 months from the period end.

Condition-39

DVC (Document Verification Code) need to be disclosed in the audit report.

Observations and comments

DVC (Document Verification Code) number for this project is 2310030521AO783837, dated 03 October 2023.

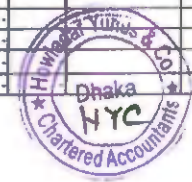


Muhammad Farooq FCA
 Managing Partner, Enrolment No. 0521
 Howladar Yunus & Co.,
 Chartered Accountants
 Dated, Dhaka: 03 October 2023

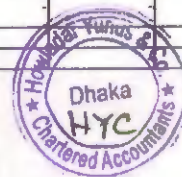
NGO Affairs Bureau Enlistment/Renewal Memo No: # 03.07.2666.657.43.253.17-619, dated- 31 January 2022, (Sl. No. 48)

Project Name: Improving Qualitative Journalism in Bangladesh- Phase II
Implemented by: Management and Resources Development Initiative (MRDI)
 In partnership with Fojo Media Institute, Linnaeus University, Sweden
 Statement of Tax & VAT deposited for the year ended August 31, 2023

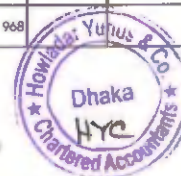
Sl. No.	Head of expenditures	Actual expenses	Deductible amount		Deducted amount		Deposited amount		Outstanding		VAT		TAX	
			VAT	IT	VAT	IT	VAT	IT	VAT	IT	Challan No.	Date	Challan No.	Date
1.00	Human Resources													
	Salaries (gross salaries including social security charges and other related costs including MRDI Overhead, local staff)													
	Executive Director (Partial) including ITP	1,925,880	-	-	-	-	-	-	-	-	-	-	-	-
	Executive Director (Festival allowance)	320,980	-	-	-	-	-	-	-	-	-	-	-	-
	Head of IJ Help Desk (Full Time)	3,565,642	-	-	-	-	-	-	-	-	-	-	-	-
	Head of IJ Help Desk (Festival allowance)	327,378	-	-	-	-	-	-	-	-	-	-	-	-
	Project Manager (Full Time)	2,796,590		400,687		400,687		400,687					T-07, T-01, T-13, T-03, T-26, T-05, T-01, T-33, T-65, T-07	06.10.2022, 06.11.2022, 06.12.2022, 16.01.2023, 02.02.2023, 05.03.2023, 05.04.2023, 02.05.2023, 19.06.2023, 26.06.2023
	Project Manager (Festival allowance)	279,660												
	Advisor, MEAL	1,507,500												
	Advisor, MEAL (Festival allowance)	136,000												
	Capacity Building Manager (Full Time)	2,156,304		195,336		195,336		195,336					T-07, T-01, T-13, T-03, T-26, T-05, T-01, T-33, T-65, T-07, T-08, T-22	06.10.2022, 06.11.2022, 06.12.2022, 16.01.2023, 02.02.2023, 05.03.2023, 05.04.2023, 02.05.2023, 19.06.2023, 26.06.2023, 31.07.2023, 31.08.2023
	Capacity Building Manager (Festival allowance)	179,098												
	Head of RTI Help Desk	1,054,800												
	Head of RTI Help Desk (Festival allowance)	-												
	Senior RTI Help Desk Officer (52% working time)	410,503												
	Senior RTI Help Desk Officer (Festival allowance)	-												
	ITP Coordinator	336,148												
	ITP Coordinator (Festival allowance)	31,000												
	Project Coordinator (Full Time)	1,339,200												
	Project Coordinator (Festival allowance)	111,600												
	Project Coordinator - 3 (Full Time)	1,100,132		51,887		51,887		51,887					T-07, T-01, T-13, T-03, T-26, T-05, T-01, T-33, T-65, T-07, T-08, T-22	06.10.2022, 06.11.2022, 06.12.2022, 16.01.2023, 02.02.2023, 05.03.2023, 05.04.2023, 02.05.2023, 19.06.2023, 26.06.2023, 31.07.2023, 31.08.2023
	Project Coordinator - 3 (Festival allowance)	100,912												
	Finance Manager (Full Time)	1,365,964												
	Finance Manager (Festival allowance)	124,000												
	Finance Controller (Partial)	44,640												
	Finance Controller (Festival allowance)	-												
	Senior Finance Officer (50% working time till Feb'23 and 100% working time from March'23 to Aug'24)	952,762												
	Senior Finance Officer (Festival allowance)	95,200												
	Logistics Coordinator (50% working time)	623,066												
	Logistics Coordinator (Festival allowance)	57,120												
	Sub Editor - GJN (Full Time)	865,740		6,836		6,836		6,836					T-07, T-01, T-13, T-03, T-26, T-05, T-01, T-33, T-65, T-22	06.10.2022, 06.11.2022, 06.12.2022, 16.01.2023, 02.02.2023, 05.03.2023, 05.04.2023, 02.05.2023, 19.06.2023, 31.08.2023
	Sub Editor - GJN (Festival allowance)	74,340												
	Senior IT Officer (Full Time)	899,640												
	Senior IT Officer (Festival Allowance)	82,600												
	Media Monitoring Officer-1 (Full Time)	763,560		834		834		834					T-07, T-01	06.10.2022, 06.11.2022



Sl. No.	Head of expenditures	Actual expenses	Deductible amount		Deducted amount		Deposited amount		Outstanding		VAT		TAX	
			VAT	IT	VAT	IT	VAT	IT	VAT	IT	Challan No.	Date	Challan No.	Date
	Media Monitoring Officer-1 (Festival Allowances)	70,000	-	-	-	-	-	-	-	-	-	-	-	-
	Media Monitoring Officer-2 (Full Time)	491,200	-	4,587	-	4,587	-	4,587	-	-	-	-	T-07, T-01, T-13, T-03, T-26, T-06, T-01, T-33, T-65, T-07, T-08, T-22	06.10.2022, 06.11.2022, 06.12.2022, 16.01.2023, 02.02.2023, 05.03.2023, 05.04.2023, 02.05.2023, 19.06.2023, 25.06.2023, 31.07.2023, 31.08.2023
	Media Monitoring Officer-2 (Festival Allowances)	41,400	-	-	-	-	-	-	-	-	-	-	-	-
	Project Officer (Full Time)	440,000	-	-	-	-	-	-	-	-	-	-	-	-
	Project Officer (Festival Allowances)	40,000	-	-	-	-	-	-	-	-	-	-	-	-
	Office Junior (Partial)	123,960	-	-	-	-	-	-	-	-	-	-	-	-
	Office Junior (Festival Allowances)	10,000	-	-	-	-	-	-	-	-	-	-	-	-
	Total Human resources	24,845,536	-	660,167	-	660,167	-	660,167	-	-	-	-	-	-
2.00	Per diems for missions/travel, Local staff													
	MRDI Staff, International per diem	129,022	-	-	-	-	-	-	-	-	-	-	-	-
	Total of Per diems for missions/travel, Local staff	129,022	-	-	-	-	-	-	-	-	-	-	-	-
3.00	Travel & Accomodation													
	Travel costs, MRDI staff													
	MRDI staff, International travel													
	MRDI staff, local travel	114,188	-	-	-	-	-	-	-	-	-	-	-	-
	MRDI-fojo project Staff local travel (lumpsum days)	160,021	17,949	5,983	17,949	5,983	17,949	5,983	-	-	T-06, T-03, T-08, T-07, T-12, T-26, T-26, T-15, T-03, T-01, T-06, T-07, T-01, T-23	10.10.2022, 06.11.2022, 08.11.2022, 24.11.2022, 06.12.2022, 28.12.2022, 02.02.2023, 23.03.2023, 05.04.2023, 30.04.2023, 25.06.2023, 31.07.2023, 16.08.2023, 31.08.23	10.10.2022, 06.11.2022, 06.11.2022, 24.11.2022, 28.12.2022, 02.02.2023, 23.03.2023, 05.04.2023, 30.04.2023, 26.06.2023, 31.07.2023, 16.08.2023, 31.08.23	
	Visa related expenses and covid test	24,087	-	-	-	-	-	-	-	-	-	-	-	-
	Local conveyance & Communication cost (in abroad)	41,664	-	-	-	-	-	-	-	-	-	-	-	-
	Total Travel & Accomodation	339,960	17,949	5,983	17,949	5,983	17,949	5,983	-	-	-	-	-	-
4.00	Investigative Journalism Partnership (IJP)													
4.1	IJ Partnership and SJ Partnership													
	IJ Partnership and SJ Partnership	1,545,383	9,608	89,245	9,608	89,245	9,608	89,245	-	-	T-07, T-01, T-23	24.11.2023, 19.02.2023, 31.08.2023	T-08, T-09, T-02, T-16, T-06, T-20, T-21	24.11.2023, 19.02.2023, 23.03.2023, 31.07.2023, 31.08.2023, 31.08.2023
	Meeting cost (lumpsum)	9,633	-	-	-	-	-	-	-	-	-	-	-	-
	Sub total Investigative Journalism Partnership (IJP)	1,554,016	9,608	89,245	9,608	89,245	9,608	89,245	-	-	-	-	-	-
4.2	Investigative Journalism Helpdesk													
	Help Desk Promotional Expenses													
	Help Desk Support Cost and Collaboration	1,034,106	269	64,592	269	64,592	269	64,592	-	-	T-07, T-23	31.08.2023	T-09, T-10, T-03, T-06, T-02, T-21	24.11.2022, 18.05.2023, 23.07.2023, 31.07.2023, 16.08.2023, 31.08.2023
	Subtotal Investigative Journalism Helpdesk	1,034,106	269	64,592	269	64,592	269	64,592	-	-	-	-	-	-
4.5	International Study Visit													
	International Perdiem	-	-	-	-	-	-	-	-	-	-	-	-	-
	Visa related expenses and covid test	-	-	-	-	-	-	-	-	-	-	-	-	-
	Local Conveyance and Communication Cost in Abroad	-	-	-	-	-	-	-	-	-	-	-	-	-
	Sub total Training on Investigative Journalism	-	-	-	-	-	-	-	-	-	-	-	-	-
4.6	Media monitoring													
	Newspaper Archive charges (30 days x 60 month x 10 media)	126,000	-	-	-	-	-	-	-	-	-	-	-	-
	TV clip archive charge (30 days X 60 months X 10 TV)	1,200,000	-	-	-	-	-	-	-	-	-	-	-	-
	Subtotal of Media monitoring	1,386,000	-	-	-	-	-	-	-	-	-	-	-	-



Sl. No.	Head of expenditures	Actual expenses	Deductible amount		Deducted amount		Deposited amount		Outstanding		VAT		TAX	
			VAT	IT	VAT	IT	VAT	IT	VAT	IT	Challan No.	Date	Challan No.	Date
4.7	Translation of Investigative Reporting Handbook													
	Honorarium for translator	380,000		38,000		38,000		38,000					T-03, T-02, T-20	30.04.2023, 16.08.2023, 31.08.2023
	Honorarium for reviewer (Isum)	125,000		12,500		12,500		12,500					T-02	16.08.2023
	DTP design, editing & printing	401,056	27,977	11,190	27,977	11,190	27,977	11,190			T-23	31.08.2023	T-23	31.08.2023
	Reprint Cost of Handbook													
	Distribution of hand book													
	Subtotal of Translation of Investigative Journalism Publications	906,056	27,977	61,690	27,977	61,690	27,977	61,690						
4.8	Gatekeepers engagement meeting													
	Gatekeepers engagement meeting	65,540	11	5,241	11	5,241	11	5,241			T-26	28.12.2022	T-27, T-28	28.12.2022
	Subtotal of Gatekeepers engagement meeting	65,540	11	5,241	11	5,241	11	5,241						
4.9	Start-up Support													
	Start-up Support & Capacity Building													
	Subtotal of Start-up Support													
4.10	Reprint of Journalism Publication													
	Reprint Cost	807,200	56,317	22,526	56,317	22,526	56,317	22,526			T-07, T-12, T-03, T-07, T-06	24.11.2022, 06.12.2022, 06.04.2023, 19.06.2023, 26.06.2023	T-08, T-11, T-02, T-06, T-05	24.11.2022, 06.12.2022, 06.04.2023, 19.06.2023, 26.06.2023
	Distribution Cost	121												
	Subtotal of Reprint of Journalism Publication	807,321	56,317	22,526	56,317	22,526	56,317	22,526						
4.11	Training for Facilitators													
	Honorarium for Facilitators (1 person x 3 days)	12,500		1,250		1,250		1,250					T-08	06.03.2023
	Transportation for facilitators, resource persons, Program staff, Participants (Vehicle Rent+Fuel+driver allowance+ toll)	62,321	5,446	1,815	5,446	1,815	6,446	1,815			T-15	23.03.2023	T-16	23.03.2023
	Information kit (Folder, writing pad, pen & information material)	33,727	83	924	83	924	83	924			T-07	05.03.2023	T-06	06.03.2023
	Venue (With sound system & other facilities) Hope foundation training centre, Savar, Dhaka	55,660		968		968		968					T-08	05.03.2023
	Food for participants (Breakfast, 2 tea-snacks, lunch and dinner)	154,448		2,620		2,620		2,620					T-08	06.03.2023
	Accommodation	129,789		2,257		2,257		2,257					T-08	06.03.2023
	Conveyance and incidental cost for Dhaka participants (10 persons x 3 days)	70,000												
	Banner	1,500	105	42	105	42	105	42			T-07	06.03.2023	T-06	06.03.2023
	Certificate	4,500	314	126	314	126	314	126			T-07	06.03.2023	T-06	06.03.2023
	Stationery	3,647	248	99	248	99	248	99			T-07	06.03.2023	T-06	06.03.2023
	Daily allowance for programme staffs (5 persons x 3 days)	8,700												
	Miscellaneous Expenses	9,670												
	Sub total of Facilitators Training	546,162	6,195	10,101	6,195	10,101	6,195	10,101						
	Total Investigative Journalism Fund	6,301,201	100,377	253,395	100,377	253,395	100,377	253,395						
5.00	Mentorship Programme													
5.1	Mentorship for Dhaka Reporters													
5.11	Mentorship Training for Dhaka Reporters													
	Honorarium for Facilitators (1 person x 4 days)	100,000		10,000		10,000		10,000					T-27, T-28	28.12.2022
	Travel and daily subsistence allowance for Facilitator													
	Honorarium for Resource persons (1/2 session x 4 Days)	60,000		6,000		6,000		6,000					T-01	13.12.2022
	Transportation for facilitators, resource persons, Program staff, Participants (Vehicle Rent+Fuel+driver allowance+ toll) x 1 training	84,450	7,050	2,350	7,050	2,350	7,050	2,350			T-26	28.12.2022	T-27	28.12.2022
	Information kit (Folder, writing pad, pen & information material) x 1 training	18,888	21	548	21	548	21	548			T-12	06.12.2022	T-11	06.12.2022
	Venue (With sound system & other facilities) Hope foundation training centre, Savar, Dhaka	55,660		968		968		968					T-01	13.12.2022



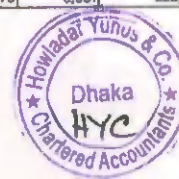
Sl. No.	Head of expenditures	Actual expenses	Deductible amount		Deducted amount		Deposited amount		Outstanding		VAT		TAX	
			VAT	IT	VAT	IT	VAT	IT	VAT	IT	Challan No.	Date	Challan No.	Date
	Food for participants (Breakfast, 2 tea-snacks, lunch and dinner)	197,810		3,388		3,388		3,388					T-01	13.12.2022
	Accommodation	168,498		2,930		2,930		2,930					T-01	13.12.2022
	Conveyance and incidental cost for Dhaka reporters (12 persons x 4 days)	96,000												
	Banner	1,500	106	42	106	42	106	42		T-12	06.12.2022	T-11	06.12.2022	
	Stationery	4,918	672	134	672	134	672	134		T-12, T-02	06.12.2022	T-11	06.12.2022, 13.12.2022	
	Daily allowance for programme staffs (5 persons x 4 days)	9,600												
	Miscellaneous Expenses	9,940												
	Sub total of Mentorship Training for Dhaka Reporters	807,264	7,848	26,360	7,848	26,360	7,848	26,360						
5.1.2	Mentorship Support for Dhaka Reporter													
	Honorarium for mentor	750,000		75,000		75,000		75,000					T-06	06.03.2023
	Expenses for mentees (12 persons x 2 months x 3 Mentorship)	482,805												
	Certificate Printing and Distribution	5,410	349	140	349	140	349	140		T-01	30.04.2023	T-02	30.04.2023	
	Sub total of Mentorship Support for Dhaka Reporter	1,238,415	349	75,140	349	75,140	349	75,140						
	Total Mentorship Cost for Dhaka Reporters	2,045,679	8,197	101,500	8,197	101,500	8,197	101,500						
5.2	Mentorship for Correspondents													
5.2.2	Mentorship Support for Correspondents													
	Honorarium for mentor	750,000		75,000		75,000		75,000					T-06	10.10.2022
	Expenses for mentees (12 persons x 2 months x 3 Mentorship)	385,000												
	Certificate Printing & Distribution	3,579	283	94	283	94	283	94		T-01	19.02.2023	T-02	19.02.2023	
	Sub total of Mentorship Support for Correspondents	1,138,579	283	75,094	283	75,094	283	75,094						
	Total Mentorship cost for Correspondents	1,138,579	283	75,094	283	75,094	283	75,094						
	Total of Mentorship Programme	3,184,258	8,480	176,594	8,480	176,594	8,480	176,594						
6.00	Bootcamp for Reporters (TV & Print Media)													
6.1	Bootcamp for Reporters on Investigative reporting (Dhaka)													
6.1.2	Follow up Training of Bootcamp for TV Reporters on Investigative reporting (Dhaka)													
	Honorarium for Facilitators (2 person x 3 days)	150,000		15,000		15,000		15,000					T-06	06.11.2022
	Honorarium for Resource persons (4 session x 3 Days)	60,000		6,000		6,000		6,000					T-05	06.11.2022
	Transportation for facilitators, resource persons, Program staff, Participants (Vehicle Rent+Fuel+driver allowance+ toll)	75,825	6,383	2,128	6,383	2,128	6,383	2,128		T-08	06.11.2022	T-07	08.11.2022	
	Information kit (Folder, writing pad, pen & information material) x 1 training	32,372	910	904	910	904	910	904		T-03	06.11.2022	T-04, T-05	06.11.2022	
	Venue (With sound system & other facilities) Hope foundation training centre, Savar, Dhaka	47,437		2,063		2,063		2,063					T-07	08.11.2022
	Food for participants (Breakfast, 2 tea-snacks, lunch and dinner)	127,664		5,551		5,551		5,551					T-07	08.11.2022
	Accommodation	116,127		5,049		5,049		5,049					T-07	08.11.2022
	Conveyance and incidental cost for Dhaka reporters (12 persons x 3 days)	54,000												
	Banner	1,500	106	42	106	42	106	42		T-03	06.11.2022	T-05	06.11.2022	
	Stationery	5,794	353	141	353	141	353	141		T-03	06.11.2022	T-05	06.11.2022	
	Daily allowance for programme staffs (5 persons x 3 days)	7,200												
	Equipment Rent													
	Miscellaneous Expenses	9,980												
	Sub total of Follow up Training of Bootcamp for TV Reporters	687,269	7,761	36,878	7,761	36,878	7,761	36,878						



Sl. No.	Head of expenditure	Actual expenses	Deductible amount		Deducted amount		Deposited amount		Outstanding		VAT		TAX	
			VAT	IT	VAT	IT	VAT	IT	VAT	IT	Challan No.	Date	Challan No.	Date
6.1.3	Support for Bootcamp for Reporters on Investigative reporting (Dhaka)													
	Honorarium for mentor/s	750,000		75,000		75,000		75,000					T-08	24.11.2022
	Expenses for mentees (12 persons x 2 months)	180,000												
	Certificate Printing and Distribution	3,661	283	9%	283	9%	283	9%			T-01	19.02.2023	T-02	19.02.2023
	Sub total of Support for Bootcamp Reporters on Investigative reporting	933,661	283	75,09%	283	75,09%	283	75,09%						
	Total Cost for Bootcamp for TV Reporters on Investigative reporting (Dhaka)	1,620,930	8,03%	111,972	8,03%	111,972	8,03%	111,972						
6.4	Bootcamp for Reporters (Outside Dhaka)													
6.4.1	Bootcamp for Reporters (Outside Dhaka)													
	Honorarium for Facilitators (2 person x 4 days) x 1 mentorship	200,000		20,000		20,000		20,000					T-02	05.04.2023
	Travel and daily subsistence allowance for Facilitator													
	Honorarium for Resource persons (4 sessions x 4 days)	30,000		3,000		3,000		3,000					T-04	06.04.2023
	Transportation for facilitators, resource persons, Program staff, Participants (Vehicle Rent+Fuel+driver allowance+ toll) x 1 conclave	157,869	7,128	2,378	7,128	2,378	7,128	2,378			T-01	30.04.2023	T-03	30.04.2023
	Information kit (Folder, writing pad, pen & information material)	20,973	160	60%	160	60%	160	60%			T-03	05.04.2023	T-02	05.04.2023
	Venue (With sound system & other facilities) Hope foundation training centre, Savar, Dhaka (4 days)	49,450		860		860		860					T-04	05.04.2023
	Food for participants (Breakfast, 2 tea-snacks, lunch and dinner)	138,630	82	2,59%	82	2,59%	82	2,59%			T-03	05.04.2023	T-04	05.04.2023
	Accommodation	137,080		2,38%		2,38%		2,38%					T-04	05.04.2023
	Travel for Participants (From Outside Dhaka participants, 12 persons x 2 ways)	36,000												
	Daily Subsistence allowance for outside Dhaka participants (12 persons x 2 days)	84,000												
	Incidental cost for participants Outside Dhaka (12 persons x 4 days)	96,000												
	Banner	1,400	98	39	98	39	98	39			T-03	06.04.2023	T-04	06.04.2023
	Stationary	3,703	252	101	252	101	252	101			T-03	06.04.2023	T-02	06.04.2023
	Daily allowance for programme staffs (6 persons x 4 days)	8,700												
	Equipment Rent													
	Miscellaneous Expenses	8,600												
	Sub total for Bootcamp for Reporters (Outside Dhaka)	972,406	7,720	31,960	7,720	31,960	7,720	31,960						
6.4.2	Follow up Training of Bootcamp for Reporters (Outside Dhaka)													
	Honorarium for Facilitators (2 person x 3 days)	150,000		15,000		15,000		15,000					T-02	18.05.2023
	Honorarium for Resource persons (4 session x 3 Days)	75,000		7,500		7,500		7,500					T-02	18.05.2023
	Transportation for facilitators, resource persons, Program staff, Participants (Vehicle Rent+Fuel+driver allowance+ toll)	64,168	5,520	1,840	5,520	1,840	5,520	1,840			T-03	18.05.2023	T-01	18.05.2023
	Information kit (Folder, writing pad, pen & information material)	27,643	106	807	106	807	106	807			T-03	18.05.2023	T-01, T-02	18.05.2023
	Venue (With sound system & other facilities) Hope foundation training centre, Savar, Dhaka	26,666		462		462		462					T-01	18.05.2023
	Food for participants (Breakfast, 2 tea-snacks, lunch and dinner)	152,900		2,659		2,659		2,659					T-01	18.05.2023
	Accommodation	123,591		2,149		2,149		2,149					T-01	18.05.2023
	Travel for Participants (From Outside Dhaka participants, 12 persons x 2 ways)	36,000												
	Daily Subsistence allowance for outside Dhaka participants (12 persons x 2 days)	84,000												
	Incidental cost for participants Outside Dhaka (12 persons x 3 days)	72,000												



Sl. No.	Head of expenditures	Actual expenses	Deductible amount		Deducted amount		Deposited amount		Outstanding		VAT		TAX	
			VAT	IT	VAT	IT	VAT	IT	VAT	IT	Challan No.	Date	Challan No.	Date
	Banner	1,500	106	42	106	42	106	42	-	-	T-03	18.06.2023	T-02	18.06.2023
	Stationery	3,160	214	86	214	86	214	86	-	-	T-03	18.06.2023	T-01	18.06.2023
	Daily allowance for programme staffs (5 persons x 3 days)	9,460	-	-	-	-	-	-	-	-	-	-	-	-
	Equipment Rent	16,600	1,950	660	1,950	660	1,950	660	-	-	T-11	18.06.2023	T-10	18.06.2023
	Miscellaneous Expenses	9,780	-	-	-	-	-	-	-	-	-	-	-	-
	Sub total of Follow up Training of Bootcamp for Reporters (Outside Dhaka)	661,347	7,895	31,195	7,895	31,195	7,895	31,195	-	-	-	-	-	-
6.4.3	Support for Correspondents Bootcamp on Investigative reporting (Outside Dhaka)													
	Honorarium for mentor	750,000	-	75,000	-	75,000	-	75,000	-	-	-	-	T-66, T-06, T-09	19.06.2023, 26.06.2023, 23.07.2023
	Expenses for mentees (12 persons x 2 months x 2 Mentorship)	240,000	-	-	-	-	-	-	-	-	-	-	-	-
	Certificate Printing & Distribution	4,218	281	94	281	94	281	94	-	-	T-07, T-01	31.07.2023, 16.08.2023	T-04, T-02	31.07.2023, 16.08.2023
	Sub total of Support for Correspondents Bootcamp on Investigative reporting (Outside Dhaka)	994,218	281	75,094	281	75,094	281	75,094	-	-	-	-	-	-
	Total cost of Bootcamp for Reporters on Investigative journalists (Outside Dhaka)	2,817,970	16,896	138,249	16,896	138,249	16,896	138,249	-	-	-	-	-	-
	Total Bootcamp for Reporters	4,438,900	23,930	260,221	23,930	260,221	23,930	260,221	-	-	-	-	-	-
7.00	Safety & Security Training for Journalist													
7.2	Safety & Security Publication and Communication Materials													
	Safety & Security Publication and Communication Materials Print	-	-	-	-	-	-	-	-	-	-	-	-	-
	Publication and Communication Materials Distribution Cost	-	-	-	-	-	-	-	-	-	-	-	-	-
	Sub total of Safety & Security Communication Materials	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total of Safety & Security Program & Training	-	-	-	-	-	-	-	-	-	-	-	-	-
8.00	Sector wide													
8.1	Capacity building for journalists association													
	Capacity building for journalists association	360,000	-	-	-	-	-	-	-	-	-	-	-	-
	Residential training for journalists association	661,269	5,629	26,888	5,629	26,888	5,629	26,888	-	-	T-16, T-03	23.03.2023, 05.04.2023	T-16, T-17, T-02	23.03.2023, 05.04.2023, 30.04.2023
	Sub total	1,021,269	5,629	26,888	5,629	26,888	5,629	26,888	-	-	-	-	-	-
8.2	International Training Program (ITP)													
	International Training Program (ITP)	282,518	696	3,608	696	3,608	696	3,608	-	-	T-26, T-07	28.12.2022, 05.03.2023	T-01, T-28, T-04, T-06	13.12.2022, 28.12.2022, 16.01.2023, 05.03.2023
	Sub total of ITP	282,518	696	3,608	696	3,608	696	3,608	-	-	-	-	-	-
	Total Sector wide	1,293,787	6,224	29,396	6,224	29,396	6,224	29,396	-	-	-	-	-	-
9.00	Gender Advocacy and Capacity Building													
	Advocacy & Capacity Building Cost	1,119,885	23,342	69,728	23,342	69,728	23,342	69,728	-	-	T-08, T-01, T-03, T-67	06.11.2022, 30.04.2023, 18.06.2023, 19.06.2023	T-04, T-07, T-24, T-02, T-03, T-02, T-66	06.11.2022, 08.11.2022, 02.02.2023, 30.04.2023, 18.06.2023, 19.06.23
	Sub total of Gender Advocacy and Capacity Building	1,119,885	23,342	69,728	23,342	69,728	23,342	69,728	-	-	-	-	-	-
10.00	Media Innovation Hub													
10.1	Online Training Courses and Mobile Apps													
	Online Training Courses and Mobile Apps	2,284,461	6,601	223,676	6,601	223,676	6,601	223,676	-	-	T-03, T-23	06.11.2022, 31.08.2023	T-03, T-03, T-02, T-20, T-21	30.04.2023, 27.07.2023, 16.08.2023, 31.08.2023, 31.08.2023
	Online Platform Service (Zoom)	166,822	-	-	-	-	-	-	-	-	-	-	-	-
	Subtotal of Online Training Courses	2,453,273	6,601	223,676	6,601	223,676	6,601	223,676	-	-	-	-	-	-



Sl. No.	Head of expenditures	Actual expenses	Deductible amount		Deducted amount		Deposited amount		Outstanding		VAT		TAX		
			VAT	IT	VAT	IT	VAT	IT	VAT	IT	Challan No.	Date	Challan No.	Date	
10.2	Website Development/Maintenance														
	Website Development/Maintenance	24,833													
	Sub Total Promotion of Website Development/Maintenance	24,833													
	Total of Media Innovation Hub	2,478,106	6,501	223,676	6,501	223,676	6,501	223,676							
11.0	RTI Help Desk														
	Support Cost of RTI Applications	333,360	10,074	9,022	10,074	9,022	10,074	9,022			T-07, T-05, T-07, T-15, T-01	24.11.2022, 16.01.2023, 05.03.2023, 23.03.2023, 16.08.2023	T-05, T-08, T-09, T-04, T-24, T-06, T-16, T-17, T-02	06.11.2022, 24.11.2022, 24.11.2022, 16.01.2023, 02.02.2023, 06.03.2023, 23.03.2023, 16.08.2023	
	Total of RTI Help Desk	333,360	10,074	9,022	10,074	9,022	10,074	9,022							
12.00	Automation/Software Development Cost														
	Full automation of MRDI administrative and financial procedure	1,365,000	45,000	41,000	45,000	41,000	45,000	41,000			T-64	19.06.2023	T-07, T-02, T-66	08.11.2022, 30.04.2023, 19.06.2023	
	Subtotal of Automation	1,365,000	45,000	41,000	45,000	41,000	45,000	41,000							
13.00	MRDI's Organizational Sustainability/MRDI Capacity Building														
	MRDI's Organizational Sustainability Cost	388,643	5,895	16,354	5,895	16,354	5,895	16,354			T-26, T-06, T-03	28.12.2022	T-01, T-28, T-05, T-04, T-05	13.01.22, 28.12.2022, 10.10.2022, 06.11.2022	
	Subtotal of MRDI's Organizational Sustainability	388,643	5,895	16,354	5,895	16,354	5,895	16,354							
14.00	Sustainable Journalism														
	Sustainable Journalism Cost	-													
	Total of Sustainable Journalism	-													
15.00	Internal Activities														
15.1	Office Set-up and Equipment														
	Office Set-up and Equipment	184,684	8,878	4,670	8,878	4,670	8,878	4,670			T-05, T-07, T-03, T-11, T-07, T-01	16.01.2023, 05.03.2023, 18.05.2023, 28.08.2023, 31.07.2023, 16.08.2023	T-05, T-04, T-06, T-02, T-10, T-06, T-02	10.10.2022, 16.01.2023, 06.03.2023, 06.04.2023, 18.05.2023, 28.06.2023, 31.07.2023, 16.08.2023	
	Subtotal of Office Set-up and Equipment	184,684	8,878	4,670	8,878	4,670	8,878	4,670							
15.2	Project Meeting Cost														
	Project Meeting Cost	47,195		144		144		144						T-03	23.07.2023
	Subtotal of Project Meeting Cost	47,195		144		144		144							
	Total of Internal Activities	231,879	8,878	4,814	8,878	4,814	8,878	4,814							
16.00	Audit														
	Audit Fees & Related Expenses	200,000													
	Total Audit	200,000													
17.00	Translation														
	Translation cost	216,666		21,667		21,667		21,667						T-66, T-03, T-02	19.06.2023, 23.07.2023, 16.08.2023
	Total of Translation	216,666		21,667		21,667		21,667							
18.00	Reduce Gap between Classroom & Newsroom														
	Support Public University on Fact Checking	699,148	1,440	1,306	1,440	1,306	1,440	1,306			T-26	02.02.2023	T-04, T-24	16.01.2023, 02.02.2023	
	Total of Reduce Gap between Classroom & Newsroom	699,148	1,440	1,306	1,440	1,306	1,440	1,306							
	Total before Contingency	47,556,340	258,090	1,763,322	258,090	1,763,322	258,090	1,763,322							



Sl. No.	Head of expenditures	Actual expenses	Deductible amount		Deducted amount		Deposited amount		Outstanding		VAT		TAX	
			VAT	IT	VAT	IT	VAT	IT	VAT	IT	Challan No.	Date	Challan No.	Date
19.00	Program Management Cost													
	MRDT Overhead (22% of the HR: Human Resources)	5,466,017												
	Contingency 1% to be used after approval of Fojo	68,356	600	2,009	600	2,009	600	2,009			T-07	24.11.2023	T-09, T-06, T-04	24.11.2023, 05.03.2023, 05.04.2023
	Facility service for Fojo Staffs	420,000												
	Financial services	20,562												
	Sub total Programme Management Cost	5,974,936	600	2,009	600	2,009	600	2,009						
	Total	53,530,275	258,690	1,765,331	258,690	1,765,331	258,690	1,765,331						
	Provision for Outstanding Expenses (Audit Fee)	100,000		8,696		8,696		8,696					T-07	07.11.2022
	Reimbursable Cost-Swedish & Netherlands Embassy		9,456	2,478	9,456	2,478	9,456	2,478			T-12, 92	06.12.2022, 13.12.2022	T-11, 91	06.12.2022, 13.12.2022
	Grand Total		268,146	1,776,505	268,146	1,776,505	268,146	1,776,505						



Management and Resources Development Initiative (MRDI)
Schedule of property, plant and equipment as at 30 June 2023

Sl. No.	Particulars	Cost				Depreciation					Written down value
		Balance as at 01.07.2022	During the year		Balance as at 30.06.2023	Rate (%)	Balance as at 01.07.2022	During the year		Balance as at 30.06.2023	Balance as at 30.06.2023
			Addition	Adjustment /disposal				Charged	Adjustment/ disposal		
		BDT	BDT	BDT	BDT	BDT	BDT	BDT	BDT	BDT	BDT
1.0	Furniture and fixture:										
1.1	Table	389,665	60,133	19,718	430,080	20%	267,940	89,320	-	357,260	72,820
1.2	Chair, sofa etc.	307,726	68,375	32,541	343,560	20%	228,889	53,451	8,891	273,449	70,111
1.3	Shelf, paper stand, notice board etc.	375,129	31,180	31,180	375,129	20%	323,894	24,821	-	348,715	26,414
1.4	Interior decoration	269,951			269,951	20%	255,399	7,276	-	262,675	7,276
	Sub-total (A)	1,342,471	159,688	83,439	1,418,720		1,076,122	174,868	8,891	1,242,099	176,621
2.0	Office equipment:										
2.1	Monitoring set up	206,334	-	-	206,334	30%	204,032	2,301	-	206,333	1
2.2	Fax machine, scanner, TV, recorder etc.	49,630	-	10,000	39,630	30%	49,628	-	10,000	39,628	2
2.3	Power generator (Honda)	102,250	-	-	102,250	30%	102,249	-	-	102,249	1
2.4	Electric fans	66,513	6,136	7,936	64,713	30%	57,812	6,593	1,800	62,605	2,108
2.5	Air cooler	706,449	-	48,266	658,193	30%	677,987	21,346	48,256	651,077	7,116
2.6	Telephone and internet connectivity	127,243	-	-	127,243	30%	127,242	-	-	127,242	1
2.7	Camera	170,114	-	113,575	56,539	30%	169,798	314	113,574	56,538	1
2.8	Mobile and telephone set	380,020	1,590	3,250	378,360	30%	326,577	29,350	3,250	352,677	25,683
2.9	Access & Attendance Control Device	55,000	-	-	55,000	30%	49,500	5,499	-	54,999	1
	Sub-total (B)	1,863,553	7,726	183,017	1,688,262		1,764,825	65,403	176,880	1,653,348	34,914
3.0	Computer, printer and multimedia										
3.1	Tower server	180,360	-	-	180,360	33%	180,359	-	-	180,359	1
3.2	Desktop computer	689,290	40,700	54,600	675,390	33%	665,207	64,100	54,600	674,707	683
3.3	Laptop computer	899,149	211,000	221,350	888,799	33%	853,440	255,359	221,350	887,449	1,350
3.4	Laser printer	208,740	48,435	57,140	200,035	33%	194,867	38,897	34,140	199,624	411
3.5	UPS, IPS and stabilizer	244,837	170,000	123,504	291,333	33%	242,256	1,942	112,923	131,275	160,058
3.6	Multimedia projector	191,225	-	-	191,225	33%	191,224	-	-	191,224	1
3.7	Computer networking	78,680	-	-	78,680	33%	78,679	-	-	78,679	1
	Sub-total (C)	2,492,281	470,135	456,594	2,505,822		2,406,032	360,298	423,013	2,343,317	162,505
4.0	Other assets										
4.1	Books	25,930	-	-	25,930	20%	25,929	-	-	25,929	1
4.2	Paintings	40,000	-	-	40,000	20%	39,999	-	-	39,999	1
	Sub-total (D)	65,930	-	-	65,930		65,928	-	-	65,928	2



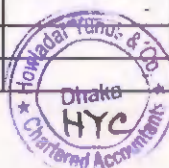
Management and Resources Development Initiative (MRDI)
Schedule of property, plant and equipment as at 30 June 2023

Sl. No.	Particulars	Cost				Rate (%)	Depreciation				Written down value
		Balance as at 01.07.2022	During the year		Balance as at 30.06.2023		Balance as at 01.07.2022	During the year		Balance as at 30.06.2023	Balance as at 30.06.2023
			Addition	Adjustment /disposal				Charged	Adjustment/ disposal		
		BDT	BDT	BDT	BDT		BDT	BDT	BDT	BDT	BDT
5.0	Project assets										
5.1	MJF-PCAI Project	248,984	-	248,984	-	0%	-	-	-	-	
5.2	MJF-BGBS Project	208,975	-	208,975	-	0%	-	-	-	-	
5.3	FOJO Projects	5,424,590	125,124		5,549,714	0%	-	-	-	5,549,714	
5.4	TAF-JSMA Project	601,898	-	-	601,898	0%	-	-	-	601,898	
5.5	TAF-MIMA Project	148,419	-	-	148,419	0%	-	-	-	148,419	
5.6	MSD-EU	-	431,212	-	431,212	0%	-	-	-	431,212	
	Sub-total (E)	6,632,866	556,336	457,959	6,731,243	-	-	-	-	6,731,243	
	Balance as at 30.06.2023	12,397,101	1,193,885	1,181,009	12,409,977	-	5,312,907	600,569	608,784	5,304,692	7,105,285
	Balance as at 30.06.2022	10,529,245	4,140,965	2,273,109	12,397,101	-	5,422,564	952,436	1,062,093	5,312,907	7,084,194



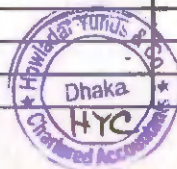
Management and Resources Development Initiative (MRDI)
Project Name: Improving Qualitative Journalism in Bangladesh-Phase II
Schedule of Fixed Assets
As at 31 August 2023

Sl. No.	Particulars	2023				2022			
		Cost				Cost			
		Opening Balance	During the year		Closing Balance	Opening Balance	During the year		Closing Balance
			Addition	Adjustment			Addition	Adjustment	
BDT	BDT	BDT	BDT	BDT	BDT	BDT	BDT		
	Computer & Peripherals								
1	Equipment for IJ Helpdesk								
	Equipment for Training Session								
	Laptop	305,567	-	-	305,567	305,567	-	-	305,567
	Sub-total	305,567	-	-	305,567	305,567	-	-	305,567
	Office Equipment								
2	Vedio Conference Equipment								
	CC Camera	23,871	-	-	23,871	23,871	-	-	23,871
	Sony TV	141,966	-	-	141,966	141,966	-	-	141,966
	Web Camera	120,450	-	-	120,450	120,450	-	-	120,450
	UPS	5,147	-	-	5,147	5,147	-	-	5,147
	Laptop ASUS	64,604	-	-	64,604	64,604	-	-	64,604
	Keyboard	2,409	-	-	2,409	2,409	-	-	2,409
	Wood Box for CC Camera & Cable	26,972	-	-	26,972	26,972	-	-	26,972
	Sub-total	385,419	-	-	385,419	385,419	-	-	385,419
3	Webinar Series of Covid-19								
	Web cam	22,788	-	-	22,788	22,788	-	-	22,788
	UPS	28,738	-	-	28,738	28,738	-	-	28,738
	Mobile	5,739	-	-	5,739	5,739	-	-	5,739
	UPS		-	-			-	-	
	Sub-total	57,265	-	-	57,265	57,265	-	-	57,265
4	Conference Room setup								
	Airconditioner	300,340	-	-	300,340	300,340	-	-	300,340
	LED TV	243,373	-	-	243,373	243,373	-	-	243,373
	Conference Setup	207,503	-	-	207,503	207,503	-	-	207,503
	Sofa	17,782	-	-	17,782	17,782	-	-	17,782
	Sub-total	768,998	-	-	768,998	768,998	-	-	768,998



Management and Resources Development Initiative (MRDI)
Project Name: Improving Qualitative Journalism in Bangladesh-Phase II
Schedule of Fixed Assets
As at 31 August 2023

Sl. No.	Particulars	2023				2022			
		Cost				Cost			
		Opening Balance	During the year		Closing Balance	Opening Balance	During the year		Closing Balance
			Addition	Adjustment			Addition	Adjustment	
BDT	BDT	BDT	BDT	BDT	BDT	BDT	BDT		
5	Equipment for Media Monitoring-Laptop & RelAccess								
	Laptop & related Accessories	114,741	-	-	114,741	114,741	-	-	114,741
	Sub-total	114,741	-	-	114,741	114,741	-	-	114,741
6	Online Traing courses								
	Desktop video editing panel	235,097	-	-	235,097	235,097	-	-	235,097
	Speaker	18,615	-	-	18,615	18,615	-	-	18,615
	Air cooler	71,153	-	-	71,153	71,153	-	-	71,153
	IPS	386,362	-	-	386,362	386,362	-	-	386,362
	Dehumidifier	16,775	-	-	16,775	16,775	-	-	16,775
	Door Access Control	24,600	-	-	24,600	24,600	-	-	24,600
	Online Training Courses-LED Light	54,021	-	-	54,021	54,021	-	-	54,021
	Sub-total	806,623	-	-	806,623	806,623	-	-	806,623
7	Office Equipment								
	Airconditioner	189,522	-	-	189,522	-	189,522	-	189,522
	Laptop ASUS	967,538	-	-	967,538	-	967,538	-	967,538
	Printer HP	92,072	-	-	92,072	-	92,072	-	92,072
	Mobile	16,463	-	-	16,463	-	16,463	-	16,463
	Camera & related Accessories	813,110	-	-	813,110	-	813,110	-	813,110
	Dehumidifier	19,394	-	-	19,394	-	19,394	-	19,394
	Hard Disk Drive External	26,956	-	-	26,956	-	26,956	-	26,956
	Rauter	14,175	-	-	14,175	-	14,175	-	14,175
	Sub-total	2,139,230	-	-	2,139,230	-	2,139,230	-	2,139,230
8	Photocopier Machine								
	Photocopier Machine-Toshiba	193,500	-	-	193,500	-	193,500	-	193,500
	Sub-total	193,500	-	-	193,500	-	193,500	-	193,500



Management and Resources Development Initiative (MRDI)
Project Name: Improving Qualitative Journalism in Bangladesh-Phase II
Schedule of Fixed Assets
As at 31 August 2023

Sl. No.	Particulars	2023				2022			
		Cost				Cost			
		Opening Balance	During the year		Closing Balance	Opening Balance	During the year		Closing Balance
			Addition	Adjustment			Addition	Adjustment	
BDT	BDT	BDT	BDT	BDT	BDT	BDT	BDT		
9	Office security device/equipment								
	Access Control & related Accesscries	54,178	-	-	54,178	-	54,178	-	54,178
	CC Camera & related Accessories	9,542	-	-	9,542	-	9,542	-	9,542
	Sub-total	63,720	-	-	63,720	-	63,720	-	63,720
10	Studio setup for online course								
	Studio Setup cost	503,527	-	-	503,527	-	503,527	-	503,527
	Airconditioner	86,000	-	-	86,000	-	86,000	-	86,000
	Sub-total	589,527	-	-	589,527	-	589,527	-	589,527
11	Office Setup & Equipment								
	Server Rack	-	11,025	-	11,025	-	-	-	-
	Sherder	-	12,708	-	12,708	-	-	-	-
	USB Hub	-	6,188	-	6,188	-	-	-	-
	USB Hub	-	6,188	-	6,188	-	-	-	-
	Camputer Monitor	-	28,815	-	28,815	-	-	-	-
	Air Condition	-	60,200	-	60,200	-	-	-	-
	Sub-total	-	125,124	-	125,124	-	-	-	-
	Total	5,424,590	125,124	-	5,549,714	2,438,613	2,985,977	-	5,424,590

