

Board Paper 1: Consideration and approval of audited accounts of CPRsouth2

1. The Charter Clause VIII (1&2), provides the relevant provisions for the presentation of the Audited accounts by the administrative partner.
2. In accordance to the relevant clauses and the decisions taken at the inaugural CPRsouth Board Meeting, the administrative partner, LIRNEasia, selected 3 auditors for the perusal of the Board Members.
3. The Board approved Wijeyeratne & Company, Chartered Accountants-<http://www.wijeyeratne.com>, as the auditor for CPRsouth.
4. A summary of the audited accounts of CPRsouth2, as presented by Wijeyeratne & Company, is given below:
5. The overall budgeted amount for CPRsouth2 conference is USD 100,000 but in anticipation of cost overruns LIRNEasia obtained approval from IDRC to reallocate USD 30,000 from another IDRC funded project.
Therefore the total amount of funds available for CPRsouth2 was USD 130,000. The actual cost was USD 117,363.42
6. The signed Audit Report, given by Wijeyeratne & Company is attached as Annex 1

Workshop on Communication Policy Research-South 2007	Budgeted	Actual	Variance	
International Travel (50 participants)	53,000.00	63,038.93	(10,038.93)	Note 1
Per diems (50 participants X 4 days)	34,000.00	26,029.47	7,970.53	Note 2
Hosting Costs	13,000.00	28,295.01	(15,295.01)	Note 3
Total for the project	100,000.00	117,363.42	(17,363.42)	

Note 1: International Travel:

For CPR South2 it was decided to accept papers from participants from the South (including LAC and Africa), as opposed to the last time where participants were limited to the Asia-Pacific region only. Accordingly, the budgeted cost of getting these participants from their home countries to India and back cost us USD 63,038.93. Also the trip to Madurai included the cost of airfare for approximately 80 participants and this too caused a significant jump in airfare costs. (Other options included ground travel to the sites or scrapping the site-visits altogether, but it was agreed that the former would make the site-visits a tedious exercise considering the distances that needed to be covered within a day, while the latter was

deemed unacceptable because the idea of having the conference in Chennai centered on the site-visits to see how the innovative ICT solutions developed and implemented by the Indian Institute of Technology, Madras functioned in their real settings).

Also, CPR_{south1} had an airfare budget of USD 5000 separately to cover airfare cost of board of Directors but CPR_{south 2} do not have a separate budget line to cover board member expenses.

Note 2: Per diems:

Per diems include cost of accommodation, meal allowances and local travel. This is well within the budgeted amount of USD 34,000. (The actual cost is USD 26,029.47)

Hosting cost:

The budget allocated for this line item was USD 13,000, but the actual hosting costs exceeded the budget significantly. The cost of USD 28,295.01 includes USD 14,400 paid for event organising fees. Event organising fees was charged to hosting cost as there was no other line item to pay for event organising fees.

Note 3: Host costs

Event organising fees of USD 14,400 was significantly higher compared to same cost for CPR_{south1} amounting to USD3500. CPR 1 held in Manila was only managed by one event organiser and for CPR_{south2} we had to employ a team of people over a period of one month. Additional personnel were needed in order ensure the efficient running of the conference due to the geographical distance between the conference location and the accommodation provided and the lack of access to public transport.