



NATIONAL UNION OF GHANA STUDENTS (NUGS)-CHINA
加纳学生留学中国学生总会

C/o Embassy Of The Republic Of Ghana
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Motto: Unity And Progress

INCOME AND EXPENDITURE ACCOUNT FOR 2019/2020 ACADEMIC
YEAR FROM 1ST AUGUST 2019 TO 12TH JULY, 2020

INCOME	NOTE	¥	¥
Bal b/f: Welfare			50,000.00
Cash at bank			8,588.93
Membership dues	1	56,310.00	
Passport renewal	2	8,990.00	
National shipment	3	12,710.78	
Contributions	4	3,616.00	
Donation	5	65,000.00	<u>146,626.78</u>
total income			205,215.71
EXPENDITURE			
Media and Publicity	6	7,870.32	
Welfare	7	13,500.00	
NUGS magazine processing		2,000.00	
Donation	8	68,616.00	
Subscription	9	1,576.00	
Transportation	10	2,682.00	
Design of flyer for NUGS congress		250.00	
Kuadi for mask distribution		489.00	
Bank charges	11	693.22	

Mobile call credit	340.00	
Purchase of iPhone 5SE for FC	609.00	
total expense		<u>98,625.54</u>
Bal c/d		<u>106,590.17</u>

NOTE

INCOME

1. Membership Dues

Regular fees or charges often paid to the Union at regular interval by members usually on yearly basis. As stipulated in Article 30 (1)(a) of the Constitution, sources of funds shall include Annual Membership dues.

Chapter	¥	¥
Nanjing	5,350.00	
Xiamen	3,400.00	
Shanghai	4,100.00	
Tianjin	2,000.00	
Zhenjiang	2,360.00	
Wuhan	7,900.00	
Zhangjiakou	2,000.00	
Changzhou	600.00	
Beijing	3,800.00	
Hainan	1,000.00	
Hengyang	600.00	
Shengyang	800.00	
Weifang	500.00	
Anhui	1,000.00	

Yichang	2,600.00	
Jinan	600.00	
Taiyuan	800.00	
Jingzhou	400.00	
Jiujiang	600.00	
Lanzhou	200.00	
Harbin	600.00	
Chengdu	10,700.00	
Hangzhou	1,000.00	
Xian	<u>600.00</u>	53,510.00
Outstanding dues		
Nanjing	1,000.00	
Beijing	1,600.00	
Non-affiliated members	200.00	<u>2,800.00</u>
total		<u>56,310.00</u>

** Outstanding dues means late payment of last year's dues (late payment from 2018/2019 academic year)*

2. Passport Renewal

A Passport is a travel document, usually issued by a Country's government in this case by the Ghana Government. The extension of the validity of member's passport is done through NUGS to the Embassy. In view of this, there is 5.714% of the total amount charged for each passport renewed to National NUGS.

Details	¥
101 normal renewal @ 80 each	8,080.00
38 soft-copy renewal @ 30 each	<u>1,140.00</u>
	9,220.00

Refund: (1 person @ rmb80)	80.00
(3 people from normal to soft-copy @50 each)	<u>150.00</u>
	<u>8,990.00</u>

3. National Shipment

As a way of generating funds or income for the union, NUGS engaged in its first shipment of items to and fro from Ghana. This only does not generate funds or income but helps reduce the burden of its members who are involved in shipping of goods.

4. Contribution

Contribution can be defined as an amount of money given toward something. During this period monies were collected at the various chapters in helping two colleague Wisdom Dey from Tianjin and Yaw Gyimah Messiah from Nanjing.

Details	¥
Wisdom Dey	616.00
Yaw Gyimah Messiah	<u>3,000.00</u>
	<u>3,616.00</u>

5. Donation

A donation is a gift for charity, humanitarian aid, or to benefit a cause. A donation may take various forms, including money, alms, services, or goods such as clothing, food, or vehicles. In this case, the donation was made in respect to the outbreak of the Corona-virus disease in late December 2019.

Details	¥
MoFA&RI	50,000.00
Embassy (H.E Edward Boateng)	<u>15,000.00</u>
	<u>65,000.00</u>

*MoFA&RI stands for Ministry of Foreign Affairs and Regional Integration

EXPENDITURE

6. Media and Publicity

Website Construction

Items	\$	¥
Word-press Template	69.00	
Word-press Plugins	40.00	
Website hosting(\$144/1year x 2)	288.00	
Website Domain \$21/1year x 2	42.00	
Website Backup \$24/1year x 2	<u>48.00</u>	
	<u>487.00</u>	3,444.00
As at 11th October, 2019, \$487 was equivalent to		<u>4,426.32</u>
Website subscription		<u><u>7,870.32</u></u>

JUSTIFICATION

(1) The previous website was solely on HTML codes and it was quite difficult to be managed by nontechnical users so therefore the media team opted for a Content Management System. Word-press is a simple Content Management System (CMS) that offers flexibility and ample customization possibilities and is currently the largest blogging and website-building platform in the world. In switching from our current website to a CMS, we recommend using the Word-press platform.

(2) Word-press plugins are needed to extend functionality or add new few to the Word-press website easily. They make it easier to add features without any knowledge of coding.

(3) Our current hosting plan will expire in less than 60 days. To keep the website up and running, we need to renew the domain registration, hosting and website backup plans to 2 years.

7. Welfare

Details	¥
Additional money for the purchase of masks	5,000.00
Wuhan during the pandemic	5,000.00
Mabel Addai- Bereavement of father	1,500.00

Medical cost for surgery- Mr. Oteng	<u>2,000.00</u>
	<u>13,500.00</u>

7.1 Additional money for the purchase of mask

An additional money was taken out from the welfare account to add up to the purchase of the nose mask for distribution. This was done to fill in gap in fails in procurement from suppliers from Ukraine.

Details

2000 pieces @1rmb each	2,000.00
2000 pieces @1.5rmb each	3,000.00
	<u>5,000.00</u>

8. Donation

Details	¥	¥
Wisdom Dey	616.00	
Yaw Gyimah Messiah	3,000.00	3,616.00
During the COVID-19 pandemic		
Wuhan (Embassy/MoFA)	20,000.00	
Yichang chapter (Embassy/MoFA)	5,000.00	
Shiyan chapter (Embassy/MoFA)	5,000.00	
Wuhan (Embassy through H.E Edward Boateng)	15,000.00	
Other chapters (Embassy/MoFA)	20,000.00	<u>65,000.00</u>
total		<u>68,616.00</u>

8.1 Purchase of nose mask to other chapters during Covid-19 pandemic (Other Chapters)

During the first phase of the Covid-19 pandemic, an amount of 20,000rmb received through the Embassy on behalf of the Government of Ghana, was used to purchase nose masks which was distributed to all chapters in China aside Wuhan, Yichang and Shiyan. Masks were bought at different dates at different prices.

Details

2050 pieces @3rmb each	6,150.00
4000 pieces @2.6rmb each	10,400.00
900 pieces @1.5rmb each	<u>1,350.00</u>
	17,900.00
Kuadi for distribution to various chapters	<u>2,100.00</u>
	<u>20,000.00</u>

9. Zoom account subscription

Periodic payment basically on monthly basis as a result of the usage of Zoom.

Month	¥
May	520.00
June	526.00
July	<u>530.00</u>
total	<u>1,576.00</u>

10. Transportation

Transportation in this context refers to the amount incurred as a result of the movement of Executives from one city to the other for national assignment.

Details

President	558.00
General Secretary	1,587.00
Organizer	<u>537.00</u>
	<u>2,682.00</u>

* President: Round trip train ticket from Nanjing to Jinan for inaugural ceremony.

*General Secretary: Round trip flight ticket from Nanjing to Guangzhou to submit passport free reduction petition to the Chief of Staff of the Republic of Ghana on behalf of NUGS.

*Organizer: Round trip train ticket from Hefei to Jinan for inaugural ceremony.

11. Bank charges

This is a term that covers all charges and fees made by a bank to their customers. The term often relates to charges in respect of personal current accounts or checking account.

12. Fund-raising in fighting COVID-19 in Ghana

Income	¥	¥
Chapter		
Xian	400.00	
Juijiang	145.00	
Nanjing	575.00	
Harbin	300.00	
Zhenjiang	745.00	
Yichang	1,000.00	
Taiyuan	635.00	
Shanghai	1,500.00	
Beijing	2,580.00	
Hangzhou	1,300.00	
Chengzhou	150.00	
Zhangjiakou	200.00	
Jinan	400.00	
FC's QR code	<u>2,137.00</u>	
total		12,067.00

Expense

7000 pieces of nose masks @1.5 rmb/piece	10,500.00
Cost of shipment to Ghana	1,412.57

Cost of freight/kuadi to shipper	<u>154.00</u>
total	<u>12,066.57</u>
Surplus	<u><u>0.43</u></u>

13. Global Infectious Disease Institute(GIDI) - NUGS outreach

Receipt	¥	¥
Amount received (\$5000)		35,293.43
Payment		
68 students @500 each	34,000.00	
2 students @400 each	800.00	
Donation	480.00	
Charges	13.43	
		<u>35,293.43</u>
Deficit/Surplus		<u><u>0.00</u></u>

NB: Currency used in the preparation of this document is the Chinese Yuan (¥), other currencies found in this documents are changed to the reporting currency with their respective rates.

Signed
 Ahiasi-Mensah Joshua
 Financial Controller (National)