

FINANCIAL STATEMENTS WITH INDEPENDENT AUDITORS' REPORT

FOL MOVEMENT / LËVIZJA FOL

For the year ended 31 December 2013

**Prishtine
March 2014**



BAKER TILLY KOSOVO

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Independent Auditors' Report

27 March 2014

To: The management of FOL Movement

We have audited the accompanying financial statements of FOL Movement in Prishtine, Kosovo ('organization'), for the year ended 31 December 2013 and a summary of significant accounting policies and other explanatory information. Financial statements have been prepared by management of FOL Movement based on the financial reporting requirements of the donor and relevant laws in Kosovo.

Management's Responsibility for the financial report

Management is responsible for the preparation of financial statements in accordance with the financial reporting requirements, and for such internal control as management determines is necessary to enable the preparation of financial report that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial considers internal control relevant to the entity's preparation of the financial report 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements of FOL Movement, for the year ended 31 December 2013 are prepared, in all material respects, in accordance with the financial reporting requirement of donor and relevant laws in Kosovo.

Lulzim Zeka
Statutory Auditor

Baker Tilly Kosovo



FOL Movement

Income Statement

For the year ended 31 December 2013

	<i>Note</i>	<u>31-Dec-13</u>	<u>31-Dec-12</u>
Income			
Income from Donations	4	203,064	202,543
Total Income		<u>203,064</u>	<u>202,543</u>
Expenses			
Expenses	5		
Personnel		56,701	69,650
Program Specific Costs		101,058	82,479
Consultants		23,699	6,732
Travel		4,880	7,703
Supplies		2,784	4,819
Equipment		2,021	3,001
Website		1,375	3,389
Communication		3,484	4,305
Other Direct costs		7,062	20,466
Total Expenses		<u>203,064</u>	<u>202,543</u>
Net Surplus		<u>-</u>	<u>-</u>

**FOL Movement
Balance Sheet**
For the year ended 31 December 2013

Assets	<i>Note</i>	<u>31-Dec-13</u>	<u>31-Dec-12</u>
Current assets			
Cash & cash equivalents	3	63,404	30,827
Prepayments		53	-
Total current assets		63,457	30,827
Noncurrent assets			
Office Equipment		-	-
Total noncurrent assets		-	-
 Total Assets		 63,457	 30,827
Liabilities			
Short term liabilities			
Accounts payable		752	238
Tax and Payroll Liabilities		2,180	1,760
Deferred Revenues	4	60,525	28,730
Other liabilities		-	99
Total short term liabilities		63,457	30,827
 Total Liabilities		 63,457	 30,827
Equity			
Opening Balance		-	-
Net surplus/deficit		-	-
Total Equity		-	-
 Total Liabilities and Equity		 63,457	 30,827

These financial statements have been approved and signed on behalf of the management on 17 March 2014 by

Petrit Zogaj, Executive Director



FOL Movement
Cash Flow Statement
For the year ended 31 December 2013

	2013	2012
	EUR	EUR
Cash flow from operating activities		
Net surplus/(deficit) for the year	-	-
<i>Changes in operating assets and liabilities</i>		
Depreciation	-	-
(Increase)/Decrease in receivables	-	-
(Increase)/Decrease in other advances	(53)	-
Increase/(Decrease) in payables	514	-
Increase/(Decrease) in payroll liabilities	419	(1,718)
Increase/(Decrease) in other liabilities	31,696	(19,645)
Net cash flow from operating activities	32,577	(21,363)
 Cash flow from investing activities		
Additions in fixed assets	-	-
Net cash flow from investing activities	-	-
 Net increase/(decrease)	32,577	(21,363)
 Cash and cash equivalents at the beginning of the year	 30,827	 52,190
 Cash and cash equivalent at the end of the year	 63,404	 30,827

FOL MOVEMENT
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2013

1. Introduction

FOL Movement is registered as a non-governmental and non-profit Organization under the Law No. 03/L-134 on Freedom of Associations in Non-Governmental Organizations, number 5112424-3 on 25 June 2009 with head office in Prishtina, and started to operate from 01 September 2009.

The organization is established to contribute in the transparency and accountability of the public institutions of Republic of Kosovo. To achieve these goals organization will undertake these activities:

- Debates and Trainings
- Conferences, seminars and round tables
- Publications and Research
- Avocation and technical support
- Monitoring of public institutions
- Mobilizing and networking

FOL Movement's donors for the year 2013 are:

- The Charles Stewart Mott Foundation
- Civil Rights Defenders
- The Balkan Trust For Democracy (German Marshal Fund)
- Kosovo Foundation for Open Society
- Swiss Cooperation Office Kosovo / Kosovar Civil Society Foundation - DSP
- Foreign and Common Wealth Office – British Embassy
- Open Society Institute / Foundation
- US Embassy
- ATRC
- Kosovo Democratic Institute
- BIRN Kosovo
- Friedrich Ebert Stiftung

FOL MOVEMENT
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2013

2. Statement of Significant Accounting Policies

A) General Accounting Principle

For the purposes of financial recording, FOL Movement uses the combined accrual and cash method of accounting for reporting the receipt and disbursement of funds. Under this method of reporting of financial transactions, FOL Movement records most of its transactions on a cash basis of accounting.

The financial statements have been prepared in accordance with the Kosovo Accounting Standards under historical cost convention as modified by the revaluation of financial assets and liabilities.

B) Summary of Accounting Policies

Reporting Currency

The FOL Movement accounting records are maintained in EURO and all financial statements are prepared and presented in EURO

Deferred Revenues

Deferred Revenues are that revenues/donation for which the cash has been collected by the organization, but have not been yet spent. Consequently this liability occurs when FOL Movement payment in advance for a project to be implemented in future.

Taxation

FOL Movement is a NGO whose received donations in the reporting year have been implemented into humanitarian purposes. According to law L162 on Corporate Income Tax, international NGO's whose total income was used for their public benefit purposes are tax exempted.

Cash and cash equivalents

Cash and cash equivalents comprise of cash in hand and bank balances.

FOL MOVEMENT
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2013

3. Cash and cash equivalents

Procredit Bank	2013	2012
1110310629000107	5,460	72
1110310629010195	30	46
1110310629020186	15,001	27,826
1110310629030177	10,511	1,848
1110310629040168	867	708
1110310629050159	138	141
1110310629060150	46	6
1110310629070141	21,333	-
1110310629080132	9,894	44
Petty cash	123	136
Total	63,404	30,827

4. Donations/Deferred revenues

Donor	Deferred revenues in 2012	Transferred in 2013	Expenses 2013	Deferred revenues for the next period
The Balkan Trust for Democracy Kosovo Foundation for Open Society	18,935	18,248	22,197	14,986
Kosovar Civil Society Foundation	-	15,500	15,500	-
Foreign and Common Wealth Office - British Embassy	3,304	35,000	33,911	4,393
FOL	-	7,197	10,518	(3,321)
Civil Rights Defenders	853	311	1,137	27
Stiftung open society institute	-	28,563	28,563	-
The Charles Stewart Mott Foundation	(8,098)	63,022	33,590	21,334
ATRC	13,736	22,447	19,726	16,457
US Embassy	-	6,311	6,310	1
Kosovo Democratic Institute	-	17,040	15,413	1,627
BIRN Kosovo	-	10,317	10,946	(629)
Debate Center	-	7,800	2,473	5,327
Friedrich-Ebert-Stiftung	-	700	375	325
	-	2,403	2,403	-
Total	28,730	234,860	203,064	60,525

FOL MOVEMENT
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2013

5. Expenses

Report of expenses for the projects implemented in 2013

The Charles Mott Foundation	EXPENSES
Project Manager	4,284.63
Program Coordinator	-
Financial officer	-
Lap-top	-
Rent	1,838.41
Telephone/fax	1,015.00
Office Supplies	-
Heating costs	-
Office maintenance	-
Internet connection	-
Volunteer/Municipal Coordinator x3	2,948.58
Transportation for summer camps	70.00
Accommodation for summer camps	50.00
Travel for project purposes	681.27
Round tables, 3 per municipality	221.00
Closing conference of project	302.50
Printing costs	2,348.33
TOTAL	13,759.72

FONDACIONI KOSOVAR PER SHOQERI CIVILE	EXPENSES
Drejtori Ekzekutiv	3,000.00
Menaxheri i Programeve	3,000.00
Menaxheri i Financave	3,000.00
Menaxheri i Projektit	4,200.00
Asistent I Projektit	2,400.00
Koordinator i Programi	-
Monitorues I Standardeve te transparences	-
Monitorues i Prokurimit 1	-
Monitorues i Prokurimit 2	3,600.00
Traniner i punetorive	1,800.00
Publikim i standarteve te transparences	429.82
Organizmi i Punetorise me KRPP, OSHP dhe Zyrate e prokurimit(Hapsira, Ushqim dhe Pije, Kompenzimet)	91.50
Organizmi i punetorise me zyrate e prokurimit te komunave te listuara (Hapsira, Ushqim dhe Pije, Kompenzimet)	-
Trajnim per standartet e Transparences (Hapsira, Trajneri, Freskime, kompenzime per udhetime)	960.90
Publikime dhe analiza	220.00
Perkthime ne gjuhen Angleze	100.00
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FOL MOVEMENT
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2013

Report of expenses for the projects implemented in 2013

(continued)

FONDACIONI KOSOVAR PER SHOQERI CIVILE	EXPENSES
Perkthime ne gjuhen Serbe	800.30
Shpenzime te udhetimeve	587.20
Shpenzime te takimeve	73.60
Shpenzime te qerese se zyres	6,592.70
Furnizime per zyre	-
Shpenzime te Komunikimit	975.00
Shërbimet komunale	1,484.41
Sherbimet e Internetit	96.00
Vlerësimi i jashtem	-
Auditimi	500.00
TOTAL	33,911.43

BALLKAN TRUST FOR DEMOCRACY	EXPENSES
Executive Director	1,752.91
Project Coordinator	2,504.16
Project Assistant	1,502.49
Accountant	1,502.49
Vehicle costs	549.65
Vehicle	
A Focus Group Discussion with m	147.00
Seven Focus groups at the loca.	968.30
Office rent	2,145.01
Office supplies	502.03
Heating Cost	974.73
Utilities	553.29
Scratch cards for phone	135.00
Postal Services	-
Maintaining the web site for Ac	375.35
Ceremony for the Most Open and	225.21
Expert on Research for develop.	750.69
Meetings with stake holders	332.43
Policy Analyst	1,501.40
Conference and Round Table	450.00
Printing Costs	750.00
Expert for the Technical assist	1,066.04
Consultant on Drafting and publ.	225.21
Consultant on the organizing.	-
Consultant public information.	-
TOTAL	18,913.39

FOL MOVEMENT
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2013

Report of expenses for the projects implemented in 2013

OPEN SOCIETY FOUNDATION	EXPENSES
Project Coordinator	4,505.94
Executive Director	2,252.00
Finance Manager	2,252.97
Project Assistant	3,003.96
Employer's contributions	721.81
Rent	2,200.00
Telephone/fax	450.00
Service and Maintenance	483.42
Procurement Consultant	529.90
Monitoring Officer INT. AFF.	4,130.44
Monitoring Officer Aggr.	4,131.15
Monitoring Officer Local. Gov.	4,128.48
Consultant developing	526.32
Expert on drafting fair trail	751.88
Journalist	932.60
(A study visit to Albania)	1,303.00
:Meetings	514.40
Round Table	-
Printing Quarterly Reports	378.00
Printing Quarterly Policy.	350.00
Strategic Planning	-
TOTAL	33,546.27

CIVIL RIGHTS DEFENDERS	EXPENSES
Executive Director	750.00
Program Coordinator	4,400.00
Project Manager	2,750.00
Project Assistant	1,350.00
Monitoring Officer #1	4,800.00
Monitoring Officer #2	1,600.00
Research Analyst	4,800.00
Court Monitor	4,800.00
Translating of the reports	150.00
Meeting with stakeholders	300.00
Auditing Costs	275.00
Main Researcher	1,000.00
Research Assistant	800.00
Heating Costs	498.80
Printing Cost	289.20
TOTAL	28,563.00

FOL MOVEMENT
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2013

Report of expenses for the projects implemented in 2013

US EMBASSY PRISHTINA	EXPENSES
Project Officer	3,020.00
Program Manager	1,208.00
Tax Fee @ 5% contributions from the employee	204.85
Staff domestic travel	935.99
Cost of general office supplies	594.97
Organize a forum: Space Rental	195.40
Organize a forum: Speakers Fee	-
Organize a forum: Refreshments for participants	84.30
Organize a forum: Sound System and Translation fee	131.90
Multimedia awareness campaign: TV shows in local TV station in Ferizaj, Peja and Mitrovica	907.60
Round tables in the six main municipalities: Space Rental	805.95
Round tables in the six main municipalities: Speakers Fee	461.40
Round tables in the six main municipalities: Refreshments	204.45
General conference: Space Rental	100.00
General Conference: Sound System and Translation	250.00
General Conference: Speakers Fee	-
General Conference: Refreshments for participants	-
Prishtina Conference on Whistleblower Protection: Space Rent	-
Prishtina Conference on Whistleblower Protection: Sound System	333.45
Prishtina Conference on Whistleblower Protection: Speaker Fee	-
Prishtina Conference on Whistleblower Protection: Refreshments	14.55
Prishtina Conference on Whistleblower Protection: Participation from Albania	184.80
Prishtina Conference on Whistleblower Protection: Participation from Macedonia	184.80
Prishtina Conference on Whistleblower Protection: Participation from Montenegro	184.80
Prishtina Conference on Whistleblower Protection: Accommodation for Participants	99.00
Translation of the reports in English Language	309.35
Project Researcher	2,416.00
Finance Manager	1,208.00
Multimedia awareness campaign: Printing and disseminating brochures	922.80
Printing Costs:	451.00
TOTAL	15,413.36

FOL MOVEMENT
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2013

Report of expenses for the projects implemented in 2013

ATRC & USAID	EXPENSES
Project Manager	1,385.66
Domestic Travel	248.20
Scratch Cards	266.00
Monitoring Reports	217.94
Printing and Distributing	217.94
Round Tables	230.00
Radio and TV programs	505.00
Policy debates	212.00
Forums for Access to Justice	450.50
Monitoring officer#1	1,301.20
Monitoring officer#2	1,275.93
TOTAL	6,310.38

DEBATE CENTER	EXPENSES
Miscellaneous	375.30
TOTAL	375.30

Fondacioni Kosovar per shoqeri te Hapur	EXPENSES
Menaxheri i Projektit	1,800.00
Mbushje të telefonit	300.00
Shpenzime Administrative	1,038.40
Monitorues	2,400.00
Hulumtues	2,000.00
Shtypje	399.40
Dizajnimi dhe realizimi i platformës online	1,000.00
Tryezë e retribullaket	256.00
Takime	406.20
Total	9,600.00

FOL MOVEMENT
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2013

Report of expenses for the projects implemented in 2013

BRITISH EMBASSY FCO	EXPENSES
Project Manager	4,506.50
Executive Director	2,037.50
Monitoring Officer	2,350.00
Expert on Research	-
Round tables moderators	-
Travel	614.30
Scratch cards for phone	80.00
Postage	3.20
Bank fees	1.00
Office Rent	-
Utilities	-
Maintenance	319.69
Heating	-
Finance Audit	-
A conference "Towards membership in OGP"	-
Participant from Albania	-
Round tables	-
Municipality Round Tables	509.20
Press conferences	-
Meetings with stakeholders	97.10
Printing Cost	-
Translation of the publications from Albanian to English	-
Translation of the reports from Albanian to Serbian	-
TOTAL	10,518.49

FONDACIONI KOSOVAR PER SHOQERI TE HAPUR	EXPENSES
Coordinator of school	500.00
Trainer Disbursement	3,200.00
Compilation of school curriculum	400.00
Fees and Pension	668.98
Workshop supplies	216.32
Travel expenses	241.00
Administrative expenses	673.70
TOTAL	5,900.00

FOL MOVEMENT
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2013

Report of expenses for the projects implemented in 2013

THE CHARLESS STEWART MOTT FOUNDATION	EXPENSES
Executive Director	1,368.54
Project Manager	2,280.90
Program Manager	1,368.54
Local Transportation	488.85
Office Supplies	133.21
Office Maintenance	92.47
Encourage, support and acknowledge citizen courage (Space rentals for event)	150.00
Encourage, support and acknowledge citizen courage (Refreshments)	83.90
TOTAL	5,966.41

FES	EXPENSES
Debate Moderators	429.82
Refreshments for participants	365.00
Scenography and materials	810.00
Experts for the debates	798.20
TOTAL	2,403.02

KDI - DEMOKRACIA NE VEPRIM	EXPENSES
1.1. Regional Coordinator	1,695.40
1.2. Pension Contribute	94.80
1.3. Media Monitoring Coordinator	600.00
1.4. Printed Media Monitors	1,050.00
1.5. TV Media Monitors	2,000.00
1.6. Expert for writing the final report on Media	795.43
1.6. Recording the TV	2,840.00
2.1. Office Supplies	120.50
2.2. Communication	-
2.3. Bank charges	5.10
TOTAL	9,201.23

KDI PERFORMANCA - TRAJNIMI	EXPENSES
Direction Fee	460.00
Performance Materials	235.40
Actors performance fee	614.56
Video Performance	185.00
Trajnimi mbi Zgjedhjet	249.88
TOTAL	1,744.84

FOL MOVEMENT
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2013

Report of expenses for the projects implemented in 2013

BIRN LOGOS	EXPENSES
1.1. Project Researcher	1,200.00
1.2. Lawyer	1,000.00
2.1. Staff Domestic Travel	271.15
3.8. Unforeseen expenses	1.60
TOTAL	2,472.75

BALKAN TRUST FOR DEMOCRACY	EXPENSES
Executive Director	510.47
Project Coordinator	626.87
Finance Manager	437.98
Provision of technical assistance	-
Office rent	-
Office supplies	36.00
Heating Cost	-
Utilities	56.50
Scratch cards for phone	10.00
Expert on Research for developing of the Index of Transparency	-
Meetings with stake holders	-
Policy Analyst	583.97
Printing Costs	-
Translation in English Language	-
Expert for the technical assistance in drafting policy guidelines	510.97
Procurement Monitoring Officer	510.94
Auditing Costs	-
TOTAL	3,283.70