

## SAMPLE TABLE FOR MONITORING LEAD FIRM INTERVENTION FINANCIALS

Company Name: Alpha Trading Co. Ltd.

Total Budget: 1,089 Shs			1-May-11 (Past Invoice)		5-Jun-11 (Current Invoice)		Total Cost Share to Date	Cost Share Budget Balance	Comments
1. Producer Trainings	Total Budget	DO Cost-share	Actual Costs	Cost- share	Actual Costs	Cost- share			
Materials	400	280	350	245			245	35	
Lunch for participants	300	210	300	210			210	-	
<b>2. Promotional Materials</b>									
Poster design and printing	350	245			360	245	245		
Leaflet design and printing	275	193			200	140	140	53	
<b>3. Demonstration Plot</b>									
Cost of Seed	100	70			100	70	70		
Fertilizer	130	91			127	89	89	2	
<b>TOTAL</b>	<b>1,555</b>	<b>1,089</b>	<b>650</b>	<b>455</b>	<b>787</b>	<b>544</b>	<b>999</b>	<b>90</b>	

ADVANCES		Amount
DATE	Check #	
1 Apr 2011	2222	250
<b>TOTAL ADVANCES</b>		<b>250</b>

COST SHARE PAYMENTS MADE				
Date	Check #	Amount	Advance deducted	Total
1 May 2011	2275	455		455
15 Jun 2011	2283	544	250	294
<b>TOTAL COST SHARE PAYMENTS</b>				<b>999</b>

\*Also serves as a summary supporting document for DO cost share payments to lead firm

Submitted by: Action for Enterprise

Extracted from 'Tools & Methodologies for Collaborating with Lead Firms: A *Practitioner's Manual*'