



SUNGO

**Samoa Umbrella for
Non-Governmental Organisations Inc.**

ANNUAL REPORT
JULY 2015 - JUNE 2016

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National President's Report

Roina Faatauva-Vavatau

This year has not been a smooth sail for the SUNGO Executive Council. Since our last AGM, in November, 2015, funding had been our major challenge not only for the Secretariat but also for the entire CSO network. This was largely due to CSSP being under review, which had been the sole funding mechanism for all Civil society organizations.

Hence, stringent measures were taken to minimize operational cost through the reduction of staff and service delivery, whilst ongoing negotiations were being made with donors. SUNGO is in a more stable financial situation now, not only being diversely funded and not relying on one donor, but has a more promising funding arrangements under CSSP.

At the National Level, your Executive Members have continued to represent SUNGO and civil society on several Sector Committees and public consultations. Though much can be made to improve our Thematic Groups, to enhance local participation, and information sharing, we can only rely on the feedback from our Members Meeting and CSO forums to gauge your views and feedback. This has secured our CSO space and maintain the alignment of services with line Ministries in meeting National Priorities and the needs of our people. Similarly, SUNGO continues to be an active CSO representative at international platforms, sourcing information and engaging in dialogues on global trends, issues and opportunities as independent development actors.

Overall, the governing of the organization would not have been possible without the team work and collaboration of your Executive Council. They have reviewed the Constitution and the Strategic Plan, incorporating changes for a more effective institution and will be distributed for your consideration and approval. I am most humble at the indulgence of our members during the period of hardship. We regret not delivering timely services, due to constraints in this financial period. Your strength has been our strength, to keep on going.

We are indebted to the invaluable support of our Government and Development partner who have supported us through. We also acknowledge, our long time technical advisors John and Mary Cretney for their voluntarily support and advise to the staff and Executive in times of need. To all the SUNGO staff especially Rosa Maulolo and Faapito Opetaia for their commitment that kept the office going. Last but not least to all those who have served as Executive Members, Malo Faafetai tele. In God nothing is impossible. Together we have all made it through.

May the spirit of Christmas fill your homes and families with Joy and Happiness.

Soifua

A handwritten signature in black ink, appearing to read 'Roina Faatauva-Vavatau'. The signature is stylized and cursive.

Roina Faatauva-Vavatau
NATIONAL PRESIDENT



Ripoti a le Peresetene
Roina Faatauvaavavatau

E lei faigofie le faatautaiga o le faiga malaga a le SUNGO I lenei tausaga e pei ona atofa ai le Komiti Faafoe. Mai le fonotaga faa-le-tausaga a le Faamalu I le 2015, o le luitau tele, o le leai lea o se faatupega e faafoe ai le Ofisa tutotonu, faapea ma Faalapotopotoga Tumaoti uma. O lenei faafitauli e afua mai lea I le toe iloiloina o le faatautaiga o le CSSP, sa avea ma faatupega na faalagolago tasi I ai Faalapotopotoga uma I Samoa.

O le tulaga ogaoga na iai le Faamalu o lea na faia ai ni faaiuga faigata, mo le faaitiitia o tupe faaaalu o le Ofisa e ala I le faamaloloina o nisi o le afaigaluega, ma faaitiitia galuega e faatautaia e pei ona pasia mo le tausaga faale-tupe 2016, ae faaauau feutagaina ma nisi paaga mo faatupega. Ua ataata lelei mai nei tulaga tau faatupega o le Faamalu e ala i le faalateleina o faatupega e aunoa ma faalagolago I se faatupega e tasi, faatasi ai ma ni aiaiga lelei ua mafai ona ausia I lalo o le CSSP, e puipuia ai le toe tulai mai o lenei faafitauli.

I le aotelega o galuega, na faaauau pea ona avea sui o le Komiti Faafoe ma sui o tagata lautele I totonu o Komiti galulue ma faatalanoaga lautele a le Malo. E tele o ni galuega e ao ona faia, e faalelei ai fesootaiga ma sao o Faalapotopotoga I lalo o tatou Vaega Tauave aua le fefaasoaina o mataupu ma finagalo, peitai o se "Fono a sui auai", ma "Fonotaga mo tagata lautele" o se auala lea ua sili ona faigofie ona faaogaina. O se auala foi lea e aloaia ai le avanoa mo tagata lautele, ina ia oogatasi taumafaiga a faalapotopotoga Tumaoti, ma galuega faia a le Malo mo le atinaeina o se manuia lautele o tagatanuu o Samoa.

O lo'o faaauauina pea le avea o SUNGO ma leo o tagata lautele I fonotaga Faa-va- Malo aua se malamalamaaga I taualumaga o le lalolagi, faafitauli lautele, ma avanoa, e taoso I tatou e avea paaga tumaoti I tulaga tauatiae.

I le tulaga o pulega lelei o le Faamalu, oute faafetaia ai lava le Komiti Faafoe, mo le lē faalogologo tiga ma le lava papale I taimi o faafitauli. Ua maea le toe Iloilo ina o le Faavae o le SUNGO ma le Taiala mo Galuega ina ia tuuina iai suiga talafeagai mo le lelei pulea o le Faamalu, ma o le a tufaina atu mo lo outou siliafia ma le pasia ina. E lagona lava le agaga maualalo, ma le faafetaia o faalapotopotoga uma i le tou onosaia ma le lava papale I le lē faataunuuna o se auaunaga e pei ona masani ai, ona o tualaga e pei ona taua I luga. O lo outou malosiaga ua avea lea ma faamalosiua ia i matou e faaauauina pea lenei galuega.

E lē faagaloina ona faafetaia le lagolago a le Malo, faapea Paaaga mo faatupega mo le latou sapaapaia o le tatou taumafaiga. E manatua pea foi le tatou paaga ua loa, o John and Mary Cretney mo le la fesoasoani mai I le afaigaluega ma Komiti Faafoe I taimi o faigata e aunoa ma se totogi. E le faafetaia faapitoa le afaigaluega ae maise le Susuga Rosa Maulolo ma Faapito, oe na vaai le ofisa ina ua leai se afaigaluega. Ao lau faafetai mulimuli, ae le itiiti, mo I latou uma na avea ma sui o le Komiti Faafoe, Faafetai mo la outou lagolagosua. E leai se mea e faigata I le Atua.

O lau tatalo ia faatumulia outou laoa ma maota I le oiloli ma le fiafia e ala I faamanatuina o le Kirisimasi.

Soifua

Roina Faatauvaavavatau
PERESETENE



National Treasurer's Report

Pesetā Malōuamaua Afoa Arasi Tiotio

As National Treasurer, I am pleased to present SUNGO's Annual Audit Report for the year ending 30 June 2016

Background:

The 2015/2016 financial year has been a very difficult year for SUNGO because of the absence of core funding. The majority of SUNGO's funding for the 2015 year came from the Civil Society Support Programme (CSSP), and 2015 was the final year of CSSP funding. The Executive Council in its efforts to ensure survival and continuation of service provision to our members during this difficult financial time, some very difficult decisions had to be made including imposing of strict controls on spending, as well as prioritizing staffing needs which had led to the CEO position being vacated until we have sufficient funding again.

i: Financial Position

Total assets at end of 2016 stood at \$985,517.00 compared to \$1,101,252.00 at the end of 2015. The two major items contributing to this decrease have been breaking of one \$50,000.00 fix deposit, and depreciation of our building. Current assets although reduced from \$481,173.00 in 2015 to \$389,491.00 at the end of 2016, it still represents a good liquidity position for the organization.

Total liabilities saw a significant reduction from \$180,972 in 2015 to \$94,965 in 2016, due mainly to the completion of donor funded projects.

Total accumulated funds stood at \$890,552.00 in 2016, compared to \$920,280.00 in 2015. It must be noted that there was no change in the value of our land asset at Vaitele although it is appreciating every year.

ii: Financial Performance

Income:

Total income was significantly reduced from \$668,167.00 in 2015 to \$317,878.00 in 2016 due mainly to absence of funding from CSSP.

Expenditures:

Overall spending for 2016 was \$347,201.00 compared to \$626,509.00 in 2015. The major decrease in spending was reflected under Work-plan and Projects with a total of only \$88,455.00 in 2016 compared to \$271,254.00

Profit/(Loss):

Despite efforts to contain spending, the Executive Council was also mindful not to compromise the services that SUNGO provides to all its stakeholders. As such, a loss of \$29,728.00 was recorded in 2016 compared to a profit of \$41,658.00 in 2015.

Conclusion:

Despite the financial difficulties faced by our Organisation during the reported year, nothing would have been possible without the concerted effort of the Executive Committee and the staff, as well as the support of our members and stakeholders.

I would like to express my appreciation to the staff of Betham Co for the time and effort put into this year's audit. The audit report accurately reflects SUNGO's performance for the 2016 year and shows that SUNGO's financial systems are sound and good internal controls are in place.

I would like to thank the SUNGO staff, for taking on additional responsibilities during the trying times of rationing both human and financial resources of our organization. I would also extend my great appreciation to our technical advisors, John and Mary Cretney, for their continual dedication and commitment to SUNGO and its members. I wish to thank all of SUNGO members and our stakeholders for your support and understanding of our financial realities during the year.

Finally I wish to thank the SUNGO President and the Executive Council for supporting me in my role as National Treasurer by making sound financial governance decisions.

Ma le faaaloalo tele



Pesetā Malōuamaua Afoa Arasi Tiotio
NATIONAL TREASURER



Ripoti a le Teutupe

Pesetā Malōuamaua Afoa Arasi Tiotio

E fiafia lava e tuuina atu le Ripoti o le Su'eina o Faamatalaga o Tupe a le SUNGO mo le tausaga faaletupe na faaiuina i le aso 30 Iuni 2016.

Talaaga:

O se tausaga-faa-le-tupe faigata i tulaga tau tupe le 2015/1016, ina ua leai se alagatupe 'autū sa faatupeina ai galuega. O le 2015 sa maua ai e le SUNGO mai le Polokalame e Lagolagoina Faalapotopotoga Tuma'oti (CSSP) le tele o tupe sa faatino ai ana galuega, peitai na faamutauna lea fesoasoani i le 2015.

I taumafaiga a le Komiti Faafae e tau faasoaso le utiuti o seleni ina ia mafai ona faaauau pea auaunaga a le SUNGO i ona sui auai i lenei tausaga, sa faia ai ni faaiuga faigata e pei o le taofiofi o tupe faaalu, faapea le toe fetuunaiga o le afaigaluega lea na iu ai ina faaavanoa le tofiga o le Pule Sili seia toe lelei tulaga tau tupe ise taimi.

i Aseta ma Noataga

E \$985,517.00 le tau aofa'i o aseta na i ai i le faaiuga o le 2016, faatusatusa i le \$1,101,252.00 sa iai i le faaiuga ole 2015. O vaega tetele e lua na mafua ai ona faaitiitia le tau o aseta; ole talaina lea i tua ose teugatupe teu faa-vaitimi sa i ai e \$50,00.00, faapea le tau faaitiitia faatulafonoina o fale o le faalapotopotoga. E ui ina faaitiitia le tau o aseta i le taimi nei (current assets) mai le \$481,173.00 i le 2015 i le \$389,491.00 i le 2016, o loo atagia ai lava se tulaga lelei o le gafatia e le Faalapotopotoga ona tofogi ni ana aitalafu e ono tulai mai ise taimi vave.

O le aofai o noataga sa faaitiitia mai le \$180,972.00 i le 2015 i le \$94,965.00 i le 2016, ina ua mǎe'a ona faatinoina uma poloketi sa faatupe mai fafo.

O tupe faaputupu na tula'i mai i le \$890,552.00 i le 2016, faatusatusa i le \$920,280.00 i le 2015. E ui i suiga o le aofa'i o tupe faaputupu, e le'o iai se suiga o le tau o le fanua i Vaitele, e ui ina o lo'o aga'i pea i luga le tau o lea aseta i tausaga taitasi.

ii Faatinoga tau Tupe

Tupe Maua:

Na matuā faaitiitia le aofa'i o tupe maua i le \$317,878.00 i le 2016, mai le \$668,167.00 sa iai i le 2015, ina ua leai se alagatupe 'autū mai le CSSP.

Tupe Faaalu:

O le aofa'iga atoa o tupe faaalu sa faaitiitia mai le \$626,509.00 sa i ai i le 2015, i le \$347,201.00 i le 2016. O le faaitiitiga tele o loo atagia i lalo o le vaega mo poloketi sa latou faaaogaina le na'o le \$88,455.00 i le 2016, faatusatusa i le \$271,254.00 i le 2015.

Tupe Faasili/(Gau)

E ui i taumafaiga e taofiofi tupe faaalu, sa manatu foi le Komiti Faafae ina ia le faaitiitia ai le taua o le faatinoga e tuuina atu i e o loo faalagolago i la tatou auunaga. Ua faamauina se gau (loss) e \$29,728.00 i le 2016, faatusatusa i le tupe faasili e \$41,658.00 sa maua i le 2015.

Faaiuga:

E ui i faigata tau tupe sa feagai ma le Faalapotopotoga i le tausaga o lenei ripoti, e leai se mea e mafai pe ana le seanoa le galulue faatasi o le Komiti Faafae, le afaigaluega, sui auai ma a tatou paaga uma.

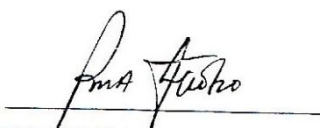
E momoli atu le agaga faafetai i le kamupani a le Betham Co mo le su'eina o tusi a le SUNGO i lenei tausaga. O loo atagia i le lipoti a le Su'etusi le ata o faatinoga a le SUNGO mo le tausaga 2016, aemaise o loo faamaonia ai o loo lelei ona pulea tupe a le Faalapotopotoga.

E faafetaia foi le afaigaluega a le SUNGO i lo outou finagalo malamalama e tauave le tele o tiute faopoopo, a'o tau faasoaso tupe ma tagata faigaluega a la tatou Faalapotopotoga i lenei tausaga..

E momoli atu le faafetai tele i o tatou sui auai ma paaga uma a le SUNGO, mo la outou lagolago ma le finagalo malamalama i tulaga faigata tau tupe sa i ai la tatou Faalapotopotoga i lenei tausaga.

E faamauina foi lo'u agaga faafetai tele i le afioga i le Peresetene ma le Komiti Faafae, mo la outou lagolago e ala i le faatinoina o faaiuga talafeagai, mo le puleaina tatau o tupe a la tatou faalapotopotoga i lenei tausaga.

Ma le faaloalo tele,



Pesetā Malōuamaua Afoa Arasi Tiotio
TEUTUPE

OVERVIEW PERFORMANCE FOR THE YEAR

SUNGO as the umbrella body for Civil Society Organisation's is obligated to deliver activities outlined in its annual work plan. These activities aim to fulfil SUNGO's strategic plan and also to improve and fortify Civil Society competency, services and involvement.

This annual report discloses the overall progress of activities implemented and completed this year. Although the Secretariat was faced with challenges and financial constraints, important activities were implemented and completed successfully.

1. Governance & Management

This financial year has been one full of challenges to say the least. At the beginning of the year – 1 July 2015, SUNGO had a total of six staff, however, by the end of the year SUNGO were down to two staff, with volunteers able to assist when and where required.

Operationally, the Secretariat was able to complete the most important tasks with the ongoing support and encouragement from the Executive Council and Technical Advisors John & Mary Cretney. A brief report of activities completed this financial year is as follows.

2016 SUNGO Annual General Meeting

SUNGO held its Annual General Meeting (AGM) last year 30 October 2016, where the following board members were elected into office;

Office Bearers:

National President	Roina Vavatau
Vice President	Molioo Pio Molioo
National Secretary	Satui Bentin
National Treasurer	Peseta Malouamaua Afoa Arasi Tiotio

Executive Council Members:

Lavea Peseta Lua Nafoi	Lagipoiva Cherelle Jackson
Logoasa Miriama Lima	Fiu Mataese Elisara
Rev. Vito Lesoa	Seumanu Greta Alesana
Mataafa Faatino Utumapu	

Reserve Council Members:

Su'a Julia Wallwork, Elisapeta Areta, Saina Niualuga

The Annual Executive Council (EC) & Staff retreat was held at St Therese, Leauvaa in December 2015. At this retreat, the National Secretary tendered her resignation to the EC via email and subsequently advised that their organisation was also going to withdraw as a member under SUNGO. The EC then elected an interim Secretary from the elected Council members – Lagipoiva Cherelle Jackson. Prior to the EC meeting in April, the Vice President also resigned and the EC also elected an interim Vice President also from the elected Council members – Fiu Mataese Elisara.



The main purpose of the annual retreat is to orientate the new Executive Council members on SUNGO's role and responsibilities to its member organisations and the EC's role in relation to governance and leadership in achieving SUNGO's goals and objectives. The Constitution was revised by the EC during the retreat in preparation of holding a Special General Meeting to approve amendments. With the pending completion of

the Strategic Plan, the EC identified the need to revise a new Strategic Plan moving forward and plans were put in place to ensure this important task was completed.

The retreat concluded with a number of tasks for both the Council and staff to complete prior to the end of the current financial year.

2. Communication

The Information Liaison Officer - Emanuele Taupau resigned in April 2016 after over 5 years of employment with SUNGO. During this year, two newsletters were distributed to our member organisations, stakeholders and partner organisations. A number of media releases completed for SICTP courses, workshops and meetings held by SUNGO were also submitted to the Samoa Observer for publishing.

SUNGO's new Information Officer – Fuamata Sialaoa commenced employment at the end of May and has been able to build a positive rapport and network with both media and member organisations, completing two newsletters prior to the end of the current financial year. Our website is also undergoing revisions and will be updated more regularly.

3. Institutional Strengthening

- *SUNGO members organisations are empowered to effectively manage their organisations and services to their communities.*
- *That the management and its members have adequate skills and knowledge to carry out its programmes and activities effectively and efficiently.*

Capacity building and training is a key aspect of SUNGO's work and it continues to be one of the main activities SUNGO undertakes each year. There are two avenues in which Capacity building activities are delivered: Samoa In-Country Training Program (SICTP) and SUNGO's own training program. Ongoing support is also provided along with technical assistance and mentoring through different projects.

A total of 11 courses were run throughout this reporting period from July 2015 – June 2016. Five courses were planned for the first six months of the financial year (July – December 2015). Included were three specialized courses for GOSHEN Trust, Samoa Hotel Association and Nuanua O le Alofa. There were six courses conducted in the period of January to June 2016.

SUNGO also had the chance to pilot its new course material designed by John Cretney and formally recognised by Samoa Qualification Authority (SQA) as a Non Formal Learning Module which addresses Climate Change issues and community plans under the short training contract agreement between CSSP/PPCR and SUNGO in July 2015 targeting their eight selected villages.

Two courses were run in Upolu and one course for Savaii, focusing on Project Proposal development in climate change related projects. These were the first courses offered by SUNGO using the modules prepared by John Cretney which are called Climate Change Project Design Management (CCPDM)

SUNGO has also provided significant support through the new established NGOs Trusts and CBOs as we find the increase of SUNGO memberships this year. Support provided during this reporting period includes: on-going assistance with acquittals; assistance with workplans; financial training; and liaison with board members when required. Through this support, we encourage them to attend and take part in short courses provided under the SICTP.



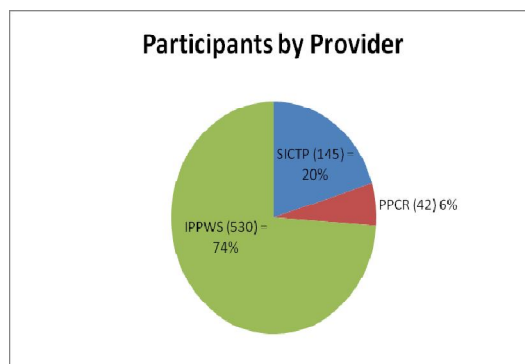
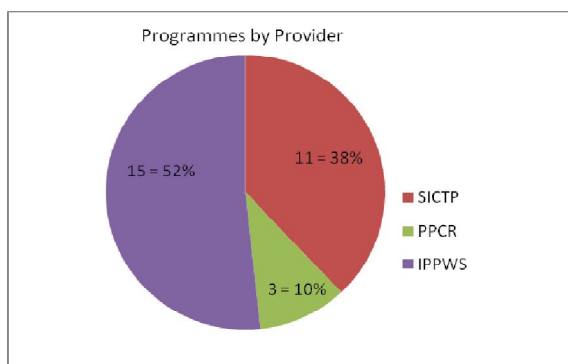
Training Needs Analysis (TNA)

This survey was carried out from December 2015 – January 2016 mainly by the Capacity Building Co-ordinator while visits in Savaii were attended by SUNGO board member Seumanu Greta Alesana. Visits to SUNGO members were an opportunity to dialogue personally and identify effective approaches specifically where there are lapses in organizations or where SUNGO is able to assist most.

The TNA visit was carried out over a week; three days in Savaii and four in Upolu. This was to ensure that all SUNGO members were covered in the site visit. The TNA exercise this year was separately conducted from the M&E and Profiling exercises. By doing this, it gives enough time for our members to discuss issues and problems faced by the organisation and agree on what improvements are needed. Most of our members' main concern is money, which is why organizations fail to sustain and survive longer. The 2015 TNA exercise resulted in the identification of 15 most requested Courses from members surveyed which were duly submitted as Requests for Proposal to the SICTP.

Training Providers and Training Delivery

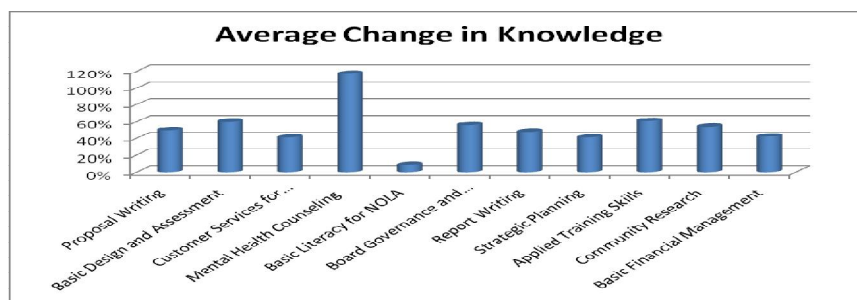
This reporting period, SUNGO has only three training providers which are fewer than the previous year. We have Samoa In-Country Training Programme, CSSP – Pilot Project Climate Resilient (PPCR) and UNDP – Increased Political Participation of Women in Samoa (IPPWS).



1. Samoa In-Country Training Programme (SICTP)

SICTP under the leadership of Oloamanu Professional Training Centre, NUS offered SUNGO a total of 11 trainings and these were conducted successfully for this reporting period, FY July 2015 – June 2016. These short courses were identified from the TNA 2015, as previously mentioned and submitted to Samoa In Country training Programme (SICTP) for approval in February 2015. Fifteen (15) 'Request for Proposals' or RFPs were submitted by SUNGO to SICTP for funding. Unfortunately, only 11 training approved due to reduction in financial assistance from the development partners. The number of offered training increased this period compared to the previous year.

Average increase in knowledge of participants who completed both the pre and post test of all training courses.



Most of the SICTP Training is delivered in English with a co trainer to facilitate translation where required. This training period saw only two overseas trainers and the majority being local trainers.

SUNGO would like to thank all the NGOs, CBOs, CSOs and Private Representatives who took the time to participate in the trainings mentioned above and acknowledge the on-going support by our local trainers who tendered for our short courses.

SICTP continually encourages SUNGO staff and our sector to be more proactive in our role especially ensuring **participation** from the Civil Society Sector to utilize opportunities and support from our funding partners which seems very low this financial year comparing to the number of courses offered more than the other sectors.



2. Civil Society Support Programme – Pilot Program for Climate Resilience

SUNGO signed a short training contract with CSSP in July 2015, to deliver two Climate Change Project Design Management (CCPDM) courses to 8 villages in both Upolu and Savaii. This short consultancy aimed to build skill and capacity of civil society organizations to design, plan and deliver tangible projects as stated in each Community Intergrated Management Plans that address the concerns of their target beneficiaries and communities.

This programme was conducted in the week of 20 -24 July in both Upolu and Savaii to meet timelines set by CSSP. A team of seven trainers ultimately delivered the programme. The CCPDM course was developed by SUNGO under a development contract with SQA and has recently been granted SQA Approval as mentioned above. The course is based on Climate Change adaption of the current Project Design and Management course (CCPDM) which is also approved under SQA. SUNGOs community trainers' team is very familiar with how to deliver this programme. Overall the objectives under this training contract were achieved. Programme teaching resources and assessment methodology was also reviewed.

The outcomes from these courses were satisfactory with 42 participants achieving very high scores in post workshop evaluations indicating their satisfaction with the training. It was also noted that SUNGO has new course material added to its Recognized materials under Samoa Qualification Authority which recognizes and records our short course achievements. SQA approved the SUNGO CCPDM Programme and is identified as additional intellectual property of SUNGO. There no assumptions made that this material can be taught by other training organisations.

All eight villages have had successful applications approved by CSSP. Representatives came back to SUNGO voicing their gratitude for the support provided throughout the training and are happy to continue working in partnership with SUNGO for future training.

3. United Nations Development Programme – Increasing Political Participation of Women in Samoa

SUNGO was earmarked as one of the implementing agencies for Output 1 of the United Nations Development Programme, United Nations Entity for Gender Equality and the Empowerment of Women Joint Programme. Output 1 of this Project requires "Outreach and education on the increased political participation of women" of which SUNGO submitted a Concept Note for funding to enable its Community Trainers to deliver 15 Outreach Programs to the various communities in both Upolu and Savaii. This contract targeted a number of villages in Samoa.

The Concept Note submitted by SUNGO to UN Women specifically targeted outreach programs through engagement with communities and educating them on 4 key areas as follows:

1. Voter Eligibilities and Rights
2. Importance of Registering and Voting



3. The amendments in the Constitutional Amendment Act 2013 and the Electoral Act

4. Supporting women candidates irrespective of her political affiliation

SUNGO acknowledges the assistance by UN Women for funding this initiative and suggests that UN Women continue to push for recognition of women in the political arena through the provision of capacity building programs to raise awareness in villages and communities. Furthermore, SUNGO also recognizes the genuine partnership with the Office of the Electoral Commissioner who provided the technical expertise for the awareness programs. We believe that partnerships between government agencies and non-governmental organisations will be vital in the future and will shape awareness raising in the future to ensure that government initiatives are implemented at the ground level.



4. Policy & Advocacy

Throughout the year SUNGO has been represented on various Steering Committees with Government Ministries. These opportunities allow our Executive Council and staff to be the voice of civil society ensuring we are included in important decisions made locally.

SUNGO MEETINGS & WORKSHOPS 2016

As the recognised Umbrella for NGOs, SUNGO continues to be widespread with invitations received to represent Samoa in various meetings and seminars both nationally and internationally. These meetings and consultations include the following:

- Commonwealth Foundation – National CSO Government Consultation in Malta
- World Humanitarian Summit in Turkey
- High Level Political Leaders Forum in New York
- Anti-Corruption Workshop in Fiji
- ED Finance Meeting in Timor Leste
- GEF Expanded Constituency Workshop in Fiji



ANTI-CORRUPTION WORKSHOP, APIA – 16-17 FEBRUARY 2016

SUNGO co-hosted the Anti-Corruption Workshop held in partnership with the United Nations Pacific Regional Anti-Corruption Project (UN PRAC). The successful workshop saw a number of SUNGO members attend to participate and contribute to ways of combating and identifying corruption not only within our communities but also in Samoa.

The aim of the Workshop was two-fold. Firstly, it seeks to enhance participants' understanding and awareness of Samoa's implementation of UNCAC and ongoing anti-corruption activities. Secondly, to provide participants with a platform to discuss, share knowledge and information on possible ways to address corruption in a country context.

Based on the discussions, participants were able to identify corruption areas of concern in Samoa that they wish to share with the Government. The relevant government agencies that were asked to present on their

roles in combating corruption include the Office of the Attorney General, Office of the Ombudsman and the Office of the Auditor General. Leota Raymond Schuster, a prominent local solicitor will also spoke on anti-corruption with focus on the role of civil society in the process.

CIVIL SOCIETY MEETING – 29th APRIL 2016

One Civil Society meeting was held this financial year. The meeting was organised with only two staff employed, yet the turnout and commitment from members was very positive. Members were informed that due to the resignations of both the National Secretary and the Treasurer, the Executive Council elected replacements until the next AGM scheduled for later in the year.



As the National Liaison Unit representing Samoa in the Pacific Region, SUNGO had the opportunity to participate in the Monitoring Reporting Round 2, for the CSO Partnership for Development Effectiveness (CPDE) in partnership PIANGO. During this Civil Society meeting, Alanieta Vakatale from the Pacific Island Association of Non-Governmental Organisations (PIANGO) travelled to Samoa to assist SUNGO in collecting feedback from civil society on identified Sustainable Development Goals (SDGs) to ensure information collected is reported on within the Pacific Region.

In addition, the information was also forwarded to the Government of Samoa for inclusion in the Report presented at the High Level Political Leaders Forum (HLPF) in New York. Samoa was the only Pacific island nation to voluntarily report against the Sustainable Development Goals (SDGs). The report was delivered by our government, and our National President had the opportunity to attend the meeting as a Civil Society representative from our Pacific region. Her travel was funded by our Regional Partner PIANGO. A copy of the report presented is available on the United Nations website.

Other issues covered in the Civil Society Meeting included an update and status of SUNGO Management and Land issues. Follow up meetings are planned for our members in the very near future.

ACKNOWLEDGEMENT

The SUNGO Secretariat would like to acknowledge the support and assistance from all its development partners, donors, civil society organisations, stakeholders and Executive Council. Without your support and guidance we would not have been able to complete the activities set out.

The work and support from key line Ministries who have recognised the voice of civil society through representation on various Steering Committees and Councils. These opportunities are vital to the growth of civil society as it is the platform in which CSOs will be able to influence government policies and guidelines and is also an avenue to impact on issues that matter the most to our NGO sector. May our genuine partnership continue to build opportunities for the benefit of our communities at large and the people of Samoa.

May God richly bless each of your Organisations as we look forward to building more durable and genuine partnerships in the New Year ensuring all civil society organisations and communities are equipped to accessing funding opportunities for their development.



Rosa Maulolo
OFFICE MANAGER

**SAMOA UMBRELLA FOR NON-GOVERNMENTAL
ORGANISATIONS**

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2016

Samoa Umbrella for Non-Governmental Organisations
Financial Statements
For the Year Ended 30 June 2016
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**INDEPENDENT AUDITOR'S REPORT
TO THE NATIONAL EXECUTIVE COMMITTEE OF
SAMOA UMBRELLA FOR NON-GOVERNMENTAL ORGANISATIONS**

We have audited the accompanying financial report of the Samoa Umbrella for Non-Governmental Organisations, which comprises the statement of financial position as at 30 June 2016, the statements of financial performance, cash flows and changes in equity for the year then ended a summary of significant accounting policies and other explanatory notes.

The Responsibility of the National Executive Committee for the Financial Report

The National Executive Committee are responsible for the preparation and fair presentation of the financial report in accordance with International Financial Reporting Standards and to comply with the requirements of the Incorporated Societies Ordinance 1952. This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with International Standards on Auditing. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance 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 report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal controls relevant to the entity's preparation and fair presentation 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 the Board of Directors, as well as evaluating the overall presentation of the financial report.

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

Unqualified Audit Opinion

In our opinion, the financial report gives a true and fair view of the financial position of Samoa Umbrella for Non-Governmental Organisations as of 30 June 2016, and of its financial performance, statement of changes in equity and its cash flows for the year then ended in accordance with International Financial Reporting Standards and comply with the requirements of the Incorporated Societies Ordinance 1952.



BETHAM & CO.

Chartered Accountants

Apia

8 November 2016

Betham & Co. House, Vaitele Street, Lalovaea, Samoa. P.O. Box 859, Apia, Samoa. T: +(685) 24337, +(685) 24336. www.bethamco.com www.agn.org

**Samoa Umbrella for Non-Governmental Organisations
National Executive Committee Report
For the Year Ended 30 June 2016**

Your National Executive Committee presents the report together with the financial statements of the Samoa Umbrella for Non-Governmental Organisations (SUNGO or the Organisation) for the year ended 30 June 2016 as set out on pages 3 to 16 in accordance with the Incorporated Societies Ordinance, 1952.

Board members

The Board members of SUNGO at the date of this report are:

National President:	Roina Vavatau
Vice President :	Fiu Mataese Elisara
Secretary:	Lagipoiva Cherelle Jackson
Treasurer:	Peseta Malouamaua Afoa Arasi Tiotio
Board Members:	Elisapeta Areta
	Vaasiliifiti Moelagi Jackson
	Logoasa Miriama Lima
	Peseta Lua Nafoti
	Saina Nialuga
	Faatino Masunu Utumapu
	Su'a Julia Wallwork

Principal Activity

The principal activity of the Organisation during the year was to enhance and develop the co-operation amongst national Non-Governmental Organisations (NGO's) and also between National, Regional and International NGO's. There has been no material change in the nature of the Organisation's business or in the activities of business in which the Organisation has an interest.

State of Affairs

In the opinion of the National Executive Committee:

- (i) the accompanying financial statements comprising of the Statement of Financial Performance, Statement of Changes in Accumulated Funds and Statement of Cash Flows are drawn up so as to give a true and fair view of the operations and results of the Association for the year ended 30 June 2016;
- (ii) the accompanying Statement of Financial Position is drawn up so as to give a true and fair view of the state of affairs of the Association as at 30 June 2016.

Results

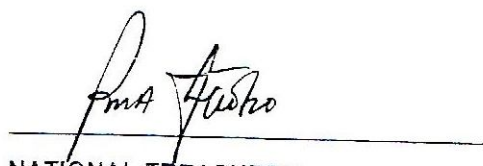
There was a net deficit of \$29,728 Tala for the financial year ended 30 June 2016 compared to a net surplus of \$41,658 Tala for the 2015 year.

Dated at Varitele this 8th day of November 2016.

Signed in accordance with a resolution of the National Executive Committee.



NATIONAL PRESIDENT



NATIONAL TREASURER

**Samoa Umbrella for Non-Governmental Organisations
National Executive Committee Report
For the Year Ended 30 June 2016**

	Notes	Audited 2016 \$	Audited 2015 \$
INCOME			
Donor Funding			
CSSP Umbrella Grant	3	149,852	317,328
CSSP PPCR Training 2015		11,234	-
CSSP Training Contract - PDM		-	70,260
CSSP NGO Assessment Project		-	51,111
CSSP SIDS Conference		-	15,249
CSSP Joint CSO Forum Funding		-	40,629
CPDE Income		4,512	-
PIANGO Beyond 2015 Campaign		-	23,290
SQA Course Development Income		3,452	-
UNDP QOTW Income		2,393	-
UNDP GEFS SIDS Conference Funding		-	43,640
UNDP GEFS CSO Joint Forum Funding		-	23,269
UN Women IPPWS Project		73,481	-
		244,923	584,776
Other Funding			
Administration and Contract Services Fees		22,014	23,602
Donations		11,730	3,320
Executive Council Volunteer Contribution	7	16,800	6,900
Fundraising Income (nett)		-	632
Hire and Project Recovery Costs		250	24,835
Interest		9,719	8,258
Membership and Subscriptions		3,850	4,800
Misc income item added into the 2016 year		400	
Sundry Income		79	1,754
Training Income		7,125	9,290
UTOS Dividend Income		988	-
		72,955	83,391
TOTAL INCOME		317,878	668,167

	Notes	2016 \$	2015 \$
EXPENDITURE			
Administration			
Accounting & Audit fees		7,629	10,559
Bank fees and charges		526	854
Communications		8,016	11,360
Depreciation and Asset Write Off	11	25,075	25,690
Electricity		4,552	8,516
Equipment - Repairs and Maintenance		590	6,366
Ground maintenance		1,454	3,250
Insurance		1,733	3,344
Minor Office Equipment		1,488	2,129
Office Building Repairs and Maintenance		259	2,542
Office Consumables		325	2,859
Office Supplies		149	1,574
Registration Fees		-	500
Sundries - minor office expenses		921	2,717
Travel		1,460	1,815
Vehicle exp non fuel		6,316	4,227
Vehicle Fuel		2,140	5,050
Water		430	709
		63,061	94,060

**Samoa Umbrella for Non-Governmental Organisations
National Executive Committee Report
For the Year Ended 30 June 2016**

Condt from previous page.....

Staffing Costs

Salaries	111,028	178,683
Inland Revenue payments	21,310	27,033
NPF and ACC	19,571	13,069
Staff training	-	3,390
Staff recruitment costs	828	3,555
	152,738	225,730

Governance

Council meetings and related exps	2,226	4,032
Council Orientation and Training	1,546	3,416
Council Travel	125	288
Council Volunteer Contribution exps	7 16,800	6,900
Donations & Gifts	-	4,915
Overseas Conference Expenses	1,364	1,183
TA Expenses	6,000	-
	28,061	20,734

Member Services

AGM and SGM Costs	3,910	4,052
Members Meetings	3,771	-
Newsletter and Information Kits	-	2,987
Volunteer Programme	539	400
Website Development	1,130	1,530
	9,350	8,969

Training Programme Delivery

ICTP Training exps	4,842	3,929
Training Needs Analysis	694	1,832
	5,536	5,761

Workplan and Projects

CSSP Training Programme Contract 2 - MO	-	70,942
CSSP NGO Assessment Project	-	51,111
CSSP SIDS Conference	-	15,249
CSSP PPCR Training 2015	11,234	-
UNDP GEF SIDS Project	-	43,640
CSO and Donor Forum	-	80,391
PIANGO Beyond 2015 Campaign	-	6,798
SQA CC PDM Course Development	2,300	-
UN Women IPPWS Project	73,481	-
UNPD QOTW	400	-
Data Collection and M&E	840	3,124
Other Activities	200	-
	88,455	271,254

TOTAL EXPENDITURE

347,201 626,509

EXPENDITURE OVER INCOME

(29,322) 41,658

Other Comprehensive Income

8 **(406) -**

EXCESS OF EXPENDITURE OVER INCOME

(29,728) 41,658

The accompanying notes form an integral part of the above financial statement

	Notes	Audited 2016 \$	Audited 2015 \$
CURRENT ASSETS			
Cash at Bank	8	62,362	103,937
Term Deposits	8	300,000	350,000
UTOS Investment	8	8,582	8,000
Accounts Receivables and other debtors	9	7,303	8,180
CSSP MO Training Project		-	587
CSSP NGO Assessment Project		-	10,469
CSSP PPCR Training Project		11,244	-
		389,491	481,173
NON CURRENT ASSETS			
Vaitele Property - Land	11	361,014	361,014
Vaitele Property - Building	11	205,997	216,839
Fixed Assets	11	29,015	42,226
		596,026	620,079
TOTAL ASSETS		985,517	1,101,252
ACCUMULATED FUNDS AND LIABILITIES			
Accumulated Funds		890,552	920,280
LIABILITIES			
Current Liabilities			
AusAid Social Accountability Project	6	8,259	8,259
CSSP Umbrella Contract	3	-	67,414
CSSP CSO Forum		-	7,862
UNDP GEF CSO Forum	4a	30,029	30,029
UNDP Social Accountability Research Project	4b	12,224	12,224
USAID PACAM Project	5	30,218	-
Accounts Payables and others creditors	10	14,235	55,183
TOTAL LIABILITIES		94,965	180,972
TOTAL ACCUMULATED FUNDS AND LIABILITIES		985,517	1,101,252

Signed on behalf of the Board:



National President

8/11/16
Dated



National Treasurer

8/11/16
Dated

The accompanying notes form an integral part of the above financial statement

**Samoa Umbrella for Non-Governmental Organisations
National Executive Committee Report
For the Year Ended 30 June 2016**

	Accumulated Funds
Accumulated Funds	
Balance as at 1 July 2014	878,622
Plus net profit for the year ended 30 June 2015	41,658
Balance as at 30 June 2015	920,280
	<hr/>
Minus nett loss for the year ended 30 June 2016	(29,728)
Balance as at 30 June 2016	890,552
	<hr/>

The accompanying notes form an integral part of the above financial statement.

**Samoa Umbrella for Non-Governmental Organisations
National Executive Committee Report
For the Year Ended 30 June 2016**

	Notes	2016 \$	2015 \$
Cash flows from operating activities			
Cash received from donors and projects		168,969	729,102
Cash received from revenue and other income		16,588	27,198
Cash paid to suppliers and employees		<u>(286,272)</u>	<u>(577,839)</u>
Net cash provided by operations		<u>(100,715)</u>	<u>178,461</u>
Cash flows from investing activities			
Interest received from term deposits		10,162	8,448
Acquisition of fixed assets		(1,022)	(4,843)
Liquidation of fixed term deposits		50,000	156,288
Acquisition of fixed term deposit		-	(258,000)
Net cash used in investing		<u>59,140</u>	<u>(98,107)</u>
Net increase/(decrease) in cash		(41,575)	80,353
Cash balance at the beginning of the year		<u>103,937</u>	<u>23,584</u>
Cash balance at the end of the year		<u>62,362</u>	<u>103,937</u>
Represented by:			
Cash at bank and cash equivalents	8	<u>62,362</u>	<u>103,937</u>

The accompanying notes form an integral part of the above financial statement.

**Samoa Umbrella for Non-Governmental Organisations
National Executive Committee Report
For the Year Ended 30 June 2016**

1: General

The Samoa Umbrella for Non-Governmental Organisations (SUNGO) was incorporated on the 24 November 1997 through the initiative of 14 women organisations. It was established to achieve the following objectives:

- i. Develop and enhance co-operation and net-working amongst National Non-Governmental Organisations (NGOs) and also between National, Regional and International NGO's.
- ii. Facilitate the receiving and dissemination of information and materials pertinent to national member NGO's purpose.
- iii. Support and endorse National member NGO's development efforts relevant to the achievement for their respective goals, as well as protecting their interests and promote sharing of information and resources amongst them.
- iv. Liaise with Government and diplomatic agencies on policies and issues affecting member NGO's and the public.
- v. Support and strengthen sustainable development initiatives and promote research at all levels.
- vi. Promote Environmental Impact Assessment (EIA) on all projects to ensure sustainability.

SUNGO is designated as a not-for-profit association and it is incorporated under the Incorporated Societies Ordinance 1952 (the Ordinance).

These financial statements were approved by the Board of Directors members on

5th November 2016.

2: Statement of significant accounting policies

a. Basis of preparation

The financial statements have been prepared in accordance with the International Financial Reporting Standards. The financial statements have been prepared under the historical cost convention except as disclosed in the accounting policies below

The preparation of financial statements in conformity with International Financial Reporting Standards requires the use of estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Although these estimates are based on management's best knowledge of current events and actions, actual results ultimately may differ from those estimates.

The financial statements are prepared in Samoan tala.

b. Measurement Base

The accounting principles recognized as appropriate for the measurement and reporting of the financial performance, cash flows, and financial position on an accrual basis using historical cost are followed in the preparation of the financial statements.

**Samoa Umbrella for Non-Governmental Organisations
National Executive Committee Report
For the Year Ended 30 June 2016**

c. Accounting Policies

The following specific accounting policies that materially affect the measurement of financial performance and the financial position are applied:

i. Revenue Recognition

a. Membership revenue

SUNGO recognizes membership dues on an annual basis from July to June. Dues are payable by the members in July of every year.

b. Donated services

Some donated services by Board members are recognized in these financial statements when the estimates can be reliably measured.

c. Grants

Funds received for cash grants are recognised as revenue on a cash basis. Funds received during the financial year but not yet spent are credited to *Grant Funds* in the balance sheet.

Grants received in the form of assets are recognized as deferred income and amortized to income at the same rate as the depreciation on the associated asset.

d. Projects

Funds received for projects are recognised as revenue on a cash basis.

e. Classification of income

Income is classified as donor funding and general income. Grants are regarded as *unrestricted* for the purposes of the administration and operation of SUNGO whereas project funds received are prioritized or allocated for specific project costs and cannot be used in any other area of SUNGO's operations. All other funds received are classified as *unrestricted*.

ii. Property, plant and equipment

Depreciation is calculated using the diminishing value method to write off the cost of each asset, or its revalued amount, to their residual values over their estimated useful lives as follows:

• Office furniture	15% - 25%
• Office equipment	25% - 40%
• Vehicle	25%
• Buildings & renovations	3%

Where the carrying amount of an asset is greater than the estimated recoverable amount, it is written down immediately to its recoverable amount. Gains and losses in disposals of office furniture and equipment are taken into account in determining the results for the period.

iii. Cash and cash equivalents

Cash and cash equivalents are carried in the balance sheet at cost which is its fair value. For the purposes of the cash flow statement, cash and cash equivalents comprise cash at bank and term deposits held with banks at a maturity of no more than 90 days.

iv. Income Tax

The Institution is a non profit organization and is exempted from paying income tax under section 17 (1) of the Income Tax Act 2012.

v. Financial instruments

The association uses only non-derivative financial instruments as part of its normal operations. These financial instruments include bank accounts, term deposit, accounts receivable and accounts payable. All financial instruments are recognized in the statement of financial position at their fair values.

vi. Functional and presentation currency

The functional currency is the Samoan Tala (SAT) and all amounts are expressed or presented in Samoan Tala. Transactions in foreign currencies are translated to functional currency at exchange rates ruling at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies at the balance sheet date are translated to the functional currency at the exchange rate ruling at that date. Non-monetary assets and liabilities that are measured in terms of historical costs in a foreign currency are translated using the exchange rate at the date of the transaction. Non-monetary assets and liabilities denominated in foreign currencies that are stated at fair value are translated to the functional currency at the exchange rates rules at the dates the fair value was determined.

vii. Employee entitlements

SUNGO contributed towards the Samoa National Provident Fund and Accident Compensation Corporation. Samoa National Provident Fund is a defined contribution plan in accordance with local legislation and to which it has no commitment beyond the payment of contribution. Obligations for contributions to the defined contribution plan are recognized immediately in profit or loss.

viii. Comparatives

Where necessary the prior year comparatives have been changed to conform with presentations in the current year.

3: CSSP Funding

CSSP project funds are placed in a liability account. The funding is specified as follows:

CSSP Umbrella Contract	2016	2015
	\$	\$
Total funds received from CSSP this year for the Umbrella Contract	-	386,377
Total funds carried forward from 2015	67,414	-
Plus: Final payment from last year	42,931	-
Plus; Unspent funds from 2015 Training Contract	26,245	-
Plus: Unspent funds from 2015 CSO Forum	13,262	(1,635)
Less: Funds received but not yet expended	-	(67,414)
Total cash funds expended during the year	<u>149,852</u>	<u>317,328</u>
These cash funds were utilised		
Funds used for asset purchases	-	2,159
Funds used for salary and overheads as per agreed budget	149,852	315,169
Total cash funds expended during the year	<u>149,852</u>	<u>317,328</u>

**Samoa Umbrella for Non-Governmental Organisations
National Executive Committee Report
For the Year Ended 30 June 2016**

4: UNDP

UNDP project funds are placed in a liability account. The funding is specified as follows:

4a UNDP GEF CSO Joint Forum Funding	2016	2015
	\$	\$
Funds held in the UNDP GEF Liability Account was not used during the 2016 year		
Funds held in the UNDP GEF Liability Account as at 30 June 2015	30,029	53,298
Less: Internal transfers for vehicle, equipment, staffing	-	-
Less: Funds received but not yet expended	(30,029)	(30,029)
Total cash funds expended during the year	-	23,269

4b UNDP Social Accountability Project	2016	2015
	\$	\$
Funds held in the UNDP Social Accountability Project Liability Account was not used during the 2016 year		
Funds held in the UNDP Liability Account as at 30 June 2015	12,224	12,224
Cash funds received from UNDP this year	-	-
Less: Internal transfers for vehicle, equipment, staffing	-	-
Less: Funds received but not yet expended	(12,224)	(12,224)
Total cash funds expended during the year	-	-

5: USAID PACAM Project	2016	2015
	\$	\$
Funds held in the USAID PACAM Project Liability Account at 30 June 2015	-	-
Cash funds received from USAID this year	30,218	-
Less: Internal transfers for vehicle, equipment, staffing	-	-
Less: Funds received but not yet expended	(30,218)	-
Total cash funds expended during the year	-	-

6: AusAID

Funds held in the AusAID Social Accountability Project Liability Account were not used during the 2016 year

	2016	2015
	\$	\$
Funds held in the AusAID Liability Account as at 30 June 2015	8,259	8,259
Less: Internal transfers for vehicle, equipment, staffing	-	-
Less: Funds received but not yet expended	(8,259)	(8,259)
Total cash funds expended during the year	-	-

7: Executive Council In-Kind Contribution	2016	2015
	\$	\$
SUNGO Executive Council In-Kind Contribution	16,800	6,900
	16,800	6,900

During the 2016 year, there were 112 attendances by SUNGO EC Members at 36 meetings. The contribution was estimated at \$150 per meeting

**Samoa Umbrella for Non-Governmental Organisations
National Executive Committee Report
For the Year Ended 30 June 2016**

8: Cash at bank and investments

The cash at bank and investments are specified below

	2016 \$	2015 \$
Cash at bank and cash equivalents		
General Bank account	62,362	103,937
Total cash at bank and cash equivalents	<u><u>62,362</u></u>	<u><u>103,937</u></u>

Investments

Term Deposits

	2016	2015
National Bank of Samoa Term Deposit Ref 8632514230. Invested at 3% pa, maturity 8 Oct 15	100,000	100,000
National Bank of Samoa ref 8632514398. Invested at 1.75%, maturity 27 July 2016	50,000	50,000
National Bank of Samoa Term Deposit Ref 8632514401 Invested at 1.75%, maturity 3 August 16	50,000	50,000
National Bank of Samoa Term Deposit Ref 8632514117 Invested at 1.75%, maturity 27 August 15		50,000
Samoa Commercial Bank Term Deposit Ref 0501085-401 Invested at 3.5%, maturity 21 Nov 16	100,000	100,000
Total Term Deposits	<u><u>300,000</u></u>	<u><u>350,000</u></u>

UTOS Investment Certificate Number 013067

	2016	2015
Account number 1001693	8,000	-
Number of units 5063. Unit numbers 27, 260 -77, 322, 457 & 462		
Dividend	988	-
Less Unrealised Gain / (Loss) on investment	-406	-
	<u><u>8,582</u></u>	<u><u>8,000</u></u>

9: Account receivables and other debtors

The accounts receivables and other debtors are specified as follows

	2016 \$	2015 \$
Accrued interest	4,443	4,427
Other Debtors	-	2,689
Samoa Commercial Bank - tax deducted in error	1,064	1,064
National Bank of Samoa - interest charged in error	169	-
N Leuii - repairs to fence after car accident	1,626	-
Total Accounts Receivable	<u><u>7,303</u></u>	<u><u>8,180</u></u>

**Samoa Umbrella for Non-Governmental Organisations
National Executive Committee Report
For the Year Ended 30 June 2016**

10: Accounts payable and other creditors

The accounts payable and other creditors are specified as follows

	2016 \$	2015 \$
Audit fees	8,700	10,005
Bank Audit Report fees	90	90
Bluesky Communications - phone account for June	750	2,064
Bluesky Communications - Cell phone purchase agreement	-	836
Connect IT Samoa - computer repair	275	1,640
EC Meeting fees for June	-	430
EPC Electricity	191	735
Le Well - minor office equipment	-	300
Maxkar Stationery - photocopier cartridges	-	963
NGO Assessment Project TA contract	-	27,350
NPF and ACC	284	585
Sundries - Staff farewell gift	-	200
Registration Fees - PIANGO	-	500
Samoa Observer - Staff Recruitment advertisements	-	1,656
Samoa Water Authority - June water account	400	121
Staff Payroll to 30 June	1,808	1,570
Staff Payroll Accrued holiday pay	1,738	5,739
Volunteering scheme - TA expenses re audit	-	400
Total accounts payable and other creditors	14,235	55,183

11: Property, plant and equipment

Property, plant and equipment are specified as follows:

	Purchase Cost	Accumulated Depreciation 1 July 2015	Balance 1 July 2015	Additions 2016	Subtotal	Depreciation 2016	Written Off 2016	Balance 30 Jun 16
Land	361,014	-	361,014	-	361,014	-	-	361,014
Buildings and Renovations	244,936	28,097	216,839	-	216,839	10,842	-	205,997
Office Assets								
Office Equipment	92,119	73,848	18,271	1,022	19,293	8,159	707	10,427
Office Furniture	14,071	7,389	6,682	-	6,682	1,002	-	5,680
Software	2,936	2,004	932	-	932	280	-	652
Vehicle	68,863	52,522	16,341	-	16,341	4,085	-	12,256
Subtotal Office Assets	177,989	135,763	42,226	1,022	43,248	13,526	707	29,015
Total Depreciation and Asset Write off							25,075	

12: Subsequent Events

There are no known subsequent events as at the date of issue of these financial statements

13: Related Parties

There are no other related parties besides, as otherwise stated in this report

14: Capital Commitments and Contingent Liabilities

There are no capital commitments or contingent liabilities

**Samoa Umbrella for Non-Governmental Organisations
National Executive Committee Report
For the Year Ended 30 June 2016**

15: Supplementary Schedule. Analysis of Income and Expenditure by Income Sources

	CSSP Umbrella	CSSP Training	CPDE	SQA Crse Dev	UNDP QOTW	UNW IPPWS	SUNGO	Total
INCOME								\$
Donor Funding								
CSSP Umbrella Grant	149,852							149,852
CSSP PPCR Training 2015		11,234						11,234
CPDE Income			4,512					4,512
SQA Course Development Income				3,452				3,452
UNDP QOTW Income					2,393			2,393
UN Women IPPWS Project						73,481		73,481
Other Income								
Administration and Contract Services Fees							22,014	22,014
Donations							11,730	11,730
Executive Council Volunteer Contribution							16,800	16,800
Fundraising Income							-	-
Hire and project recovery							250	250
Interest and dividends							10,707	10,707
Membership and Subscriptions							79	79
Misc income item added into the 2016 year							400	400
Sundry Income							3,850	3,850
Training Income - ICTP							7,125	7,125
TOTAL INCOME	149,852	11,234	4,512	3,452	2,393	73,481	72,955	317,878

	2016		2016	
	\$		\$	
EXPENDITURE				
Administration				
Accounting & Audit fees	3,814		3,814	7,629
Bank fees and charges	263		263	526
Communications	4,008		4,008	8,016
Depreciation and Asset Write Off			25,075	25,075
Electricity	2,276		2,276	4,552
Equipment - Repairs and Maintenance	295		295	590
Ground maintenance	727		727	1,454
Insurance	866		866	1,733
Minor Office Equipment	744		744	1,488
Office Building Repairs and Maintenance	129		129	259
Office Consumables	163		163	325
Office Supplies	75		75	149
Registration Fees				-
Sundries - minor office expenses	-		921	921
Travel	730		730	1,460
Vehicle exp non fuel	3,158		3,158	6,316
Vehicle Fuel	1,070		1,070	2,140
Water			430	430
	18,318	-	44,744	63,061

**Samoa Umbrella for Non-Governmental Organisations
National Executive Committee Report
For the Year Ended 30 June 2016**

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	CSSP Umbrella	CSSP Training	CPDE	SQA Crse Dev	UNDP QOTW	UNW IPPWS	SUNGO	Total
	2016							2016
	\$							\$
Staffing Costs								
Salaries		94,129					16,899	111,028
Inland Revenue payments		19,122					2,188	21,310
Staff costs, NPF, ACB,etc		17,571					2,000	19,571
Staff training								
Staff recruitment costs		711					117	828
		131,534	-	-	-	-	-	21,204
Governance								
Council meetings and related exps							2,226	2,226
Council Orientation and Training							1,546	1,546
Council Travel							125	125
Council Volunteer Contribution exps							16,800	16,800
Donations & Gifts							-	-
Overseas Conference Expenses							1,364	1,364
TA Expenses							6,000	6,000
							28,061	28,061
Member Services								
AGM and SGM Costs							3,910	3,910
Members Meetings							3,771	3,771
Newsletter and Information Kits							-	-
Volunteer Programme							539	539
Website Development							1,130	1,130
							9,350	9,350
Training Programme Delivery								
ICTP Training exps							4,842	4,842
Training Needs Analysis							694	694
							5,536	5,536
Workplan and Projects								
CSSP PPCR Training 2015			11,234					11,234
SQA CC PDM Course Development				2,300				2,300
UN Women IPPWS Project						73,481		73,481
UNPD QOTW					400			400
Data Collection and M&E							840	840
Other Activities							200	200
		11,234		2,300	400	73,481	1,040	88,455
TOTAL EXPENDITURE	149,852	11,234	-	2,300	400	73,481	109,935	347,201
EXPENDITURE OVER INCOME	0	-	4,512	1,152	1,993	-	-36,980	-29,322
Other Comprehensive Income								-406
EXCESS OF EXPENDITURE OVER INCOME								-29,728

SUNGO MEMBER ORGANISATIONS

1	Adventist Development & Relief Agency	95	MAFUTA Organisation
2	AGLOW Samoa	96	Mafutaga Tina EFKS Faatoia
3	Ailao Club Samoa	97	Mafutaga Tina EFKS Faleapuna
4	Alamagoto Youth Club	98	Mafutaga Tina EFKS Faleseela
5	ALII MA FAIPULE- Saina	99	Mafutaga Tina EFKS Tafitoala
6	ALII MA FAIPULE- Vaitete-tai	100	Magfutaga Tina Asofitu (SDA)-Samalaeulu
7	Alofilima o le Alofa (aka) Sosaiete Tau Atinae - Fogatuli	101	Magiagi EFKS After School Reading Programme
8	Animal Protection Society	102	Malaemalu Methodist Youth
9	APTC - Technical College	103	Malie Assembly of God
10	Asosi Taulasea Samoa STA Yard	104	Manumalo Baptist School - Salelologa
11	Atina'e mo le Manuia - Matautu Lefaga	105	Manumalo Baptist School and Community Center Trust Inc
12	Atina'e Tauatia'e Samatau	106	Matagaluega Metotisi Leulumoega-tuai
13	Au Fai Faatoaga, Lafu Manu Tauatia'e	107	Matuaileoo Env't Inc - METI
14	Aufailafumanu Puleono Salafai	108	Mauloa Agriculture Development
15	Autalavou EFKS Manunu	109	Motivational Arts Dance & Drama (MADD) Gallery
16	Autalavou EFKS Moataa	110	Namusigano Development Organisation
17	Autalavou EFKS Poutasi	111	National Council of Early Childhood Education
18	Autalavou EFKS Tanoalei'a	112	National World Women's Christian Temperance Union
19	Autalavou EFKS Togo Lotosoa Saleimoa	113	Nuanua o le Alofa - NOLA
20	Autalavou EFKS Tulaele	114	Nuusa Farmers Association-Sasina
21	Autalavou EFKS Vaoala	115	O le Pupu Pue National Park (Local Committee)
22	Autalavou Katoliko Safotu	116	O le Siosiomaga Society - OLSSI
23	Au-Us'o/Mafutaga Tina Metotisi Lefagaoalii Autalavou Metotisi Lefagaoalii	117	Olo o le Alofa Samoa (OLA Samoa)
24	Au-Us'o Fealofani-Faleolo Safune Methodist Youth and Sunday School-Faleolo,Safune	118	Pacific Water & Waste Association
25	Au-Us'o Fealofani-Saletagaloa, Salelologa Autalavou Metotisi Saletagaloa Salelologa	119	Paia Catholic Youth
26	Au-Us'o Fealofani-Sasina Autalavou Metotisi Sasina	120	Pan Pacific South East Asia Women's Association - PPSEAWA
27	Au-Us'o Fealofani-Sapulu, Salelologa Methodist Youth of Sapulu	121	Paneta Kalapu
28	Au-Us'o Fealofani-Saleaula Saleaula Methodist Youth	122	Papaseea Sliding Rock Development
29	Autalavou Metotisi Tanugamanono	123	Pasefika Mana Samoa Social Work Services Inc
30	Autalavou Nasareta Vaitete-uta	124	Piu Community Development
31	Autalavou Tamaitai o le Mauga	125	Punalei Pool Club
32	Au-Us'o Fealofani-Salelavalu	126	Robert Louis Stevenson Foundation (R.L.S. Foundation Inc.)
		127	Rotaract Club of Samoa
		128	Saina Methodist Youth Group
		129	Saleimoa Community Based Organisation
		130	Salimu Village Women Development
		131	Saloga Methodist Youth Salelologa
		132	Samalaeulu Worship Centre

33	Au-uso Fealofani Pitonuu-i-tai Satupaitea	133	Samoa Adventist PTA
34	Avanoa Tutusa	134	Samoa Aids Foundation - SAF
35	Baha'i Charitable Trust	135	Samoa Association of Human Rights and Law Incorporated
36	Beekeepers' Association of Samoa - BAS	136	Samoa Association of Manufacturers & Exporters - SAME
37	Children of the Kingdom - Iva	137	Samoa Association of Women Graduates - SAWG
38	Clarence Sebastian Trust Foundation	138	Samoa Cancer Society
39	Congregational Christian Church Vaipuna	139	Samoa Conservation Society
40	Courier of Samoa Levi-Saleimoa	140	Samoa Council of Churches
41	Diabetes Association	141	Samoa Family Health Association - SFHA
42	Education and Science Foundation	142	Samoa Hotel Association - SHA
43	EFKS - Vaitele Uta - Mafutaga Tina	143	Samoa Registered Nurses Association - SRNA
44	EFKS Leauvaa	144	Samoa Returnees Charitable Trust
45	EFKS Lelepa	145	Samoa Social Welfare Fesoasoani Trust
46	EFKS Nu'u	146	Samoa United Nations Association
47	EFKS Vaipu'a	147	Samoa Victim Support Group
48	EFKS VAVAU COMMUNITY	148	Samoa Youth for Christ
49	Ekalesia Faapotopotoga Kerisiano i Samoa	149	Sasina Pre-School
50	Export Taro Growers Group Safune Faalapotopotoga Atinae o Komiti Tumama o Samoa (Samoa Women Committee Development Organisation- SWCDO)	150	Saumalu Community Pre Sch
51		151	Sei Oriana
52	Faalapotopotoga Aufaifaatoaga Laiti i Aleisa	152	SENESE Preparatory School
53	Faalapotopotoga o Atinae mo le Soifua - Fusi, Saoluafata	153	Seu le Manu ae tagai le Galu (SMTG) - Muagututia ma le Aualuma
54	Faasao Savaii Society	154	Shrine of the Three Hearts (Gaulofa Ministry)
55	Faataua le Ola - FLO	155	SIARCH (Samoan Institute of Architects)
56	Faiva Alofilima o Tina	156	Simple Law
57	Faleasiu Women Fellowship	157	SISDAC Autalavou Vaitele fou
58	Fasitoo-uta Aoga Amata	158	SISDAC Books & Wellness Service Saleufi
59	Fathers Association Faleasiu / Satomai	159	SISDAC Salelavalu
60	Federated Farmers Incorporated (FFI)	160	Small Business Enterprise - SBEC
61	Finau ma Tauivi mo le Lumanai	161	Socaiete o le Atinae o Aiga - Siufaga, Savaii
62	Football Federation of Samoa	162	Soifua Manuia (Samoa) Inc
63	Fortress of Faith Ministries Trust	163	Sosaiete Aufaipopo i Samoa
64	Gafaifo Taulelea	164	Sosaiete Fesoasoani Moni-Sasina
65	Gagaifolevao EFKS Junior Youth	165	Sosaiete o Aumaga ma Taulelea-Salailua
66	Gataula Primary Health Care	166	Sosaiete Tulimatagau
67	Gautavai Youth EFKS	167	South Pacific Business Development
68	Goshen Trust	168	St Teresa PTA
69	Independent Water & Waste Schemes Accociation	169	Survival Foundation Society
70	Inter Island Group	170	Tafua Tai Methodist Youth
71	Kionasina Fishing Club	171	TAGIILIMA
72	Komiti & Poloketi a le nuu - Vailoa Faleata	172	Tagiilima Handicrafts Association
73	Komiti Aoga Tulagalua Fasitoo-tai	173	TAGIILIMA-Samalaeulu

74	Komiti Atinae Faleu, Manono	174	Tama O le Sami
75	Komiti o le Vai Nuusuatia	175	Tanugamanono EFKS
76	Komiti Tina AeLe Fou	176	Tauilili Club
77	Komiti o Tina - Siupapa, Lepa	177	Tausala o Falefatu
78	Komiti o Tina ma Tamaitai Loa - Loimata o Apaula Papauta	178	Tautai Samoa Association Inc
79	Komiti Tina - Pitonuu Iniini Satupaitea	179	Tavana Nurses on Wheels
80	Komiti Tina - Falefa	180	Tiapapata Arts Centre
81	Komiti Tina Faleapuna	181	Tu ma Aga Faamatai Association
82	Komiti Tina Poutasi	182	Universal Peace Federation (Samoa)
83	Komiti Tina Salani	183	Universal Penetecostal Ministry (UPM)
84	Komiti Tumama- Fusi Safata	184	Utuloa Methodist Youth
85	L.T.L Society / Vaiolii Tuanai	185	Vaiala Development Committee
86	Lavea'i Samoa Charity Trust	186	Vailele Learning Centre
87	Le Piu Farmers	187	Vaisilika Organisation
88	Le Taeao Fou Organisation	188	Vaitoomuli EFKS Youth Group
89	Le Talie Women Organisation	189	Vaitoomuli EFKS Youth Group
90	Leadership Samoa	190	VOC Women & Youth Fellowship Vaitete Uta
91	Leo o Faamanuiaga (Voice of Blessing)	191	Voice of Christ Full Gospel Church - Siufaga, Savaii
92	Loto Taumafai Education	192	Wesley College PTA
93	Lotofagā Development	193	Young Women's Christian Association
94	Lumanai Manuia mo Aiga		