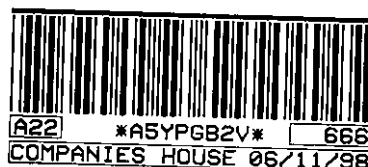


A Company Limited by Guarantee No: 661818
Charity Registration No: 228248

OVERSEAS DEVELOPMENT INSTITUTE

Accounts 1997/98



OVERSEAS DEVELOPMENT INSTITUTE

Financial Report of the Council

To be presented to the Thirty-eighth Annual General Meeting

The Council has pleasure in presenting the Accounts of the Institute for the period 1 April 1997 to 31 March 1998.

Income and Expenditure Account

An operating deficit of income over expenditure of £78,424 was recorded and has been transferred to the Reserves (£8,677 surplus in 1996/97). This represented 1.9% of turnover (0.24% surplus in 1996/97) and reflected such factors as the strength of sterling, the higher cost of new accommodation and an exceptionally high incidence of maternity cover.

Income during the period amounted to £4,042,196 and included £3,942,134 for grants programme and project funding. A total of 98 organisations contributed to specific grants. Details of this funding are given in the schedule following the accounts. The research undertaken during the year, and its funding, is considered in more detail in the Annual Report.

Staff numbers during the year were 58 (56 in 1996/97). Staff costs were the major item of expenditure at £1,724,122, representing 42% of turnover (44% in 1996/97 and 40% in 1995/96). This, however, does not include the research associates, assistants and overseas collaborators contracted to ODI and receiving £746,562 (18%) during this period (£596,994, 16% in 1996/97). Depreciation, including that on computing equipment and costs related to the premises amounted to £70,895 for the period.

Accommodation and associated charges for the period were £261,820. Supplementary and other disbursements to ODI Fellows in overseas placements under the Fellowship Scheme amounted to £495,485. Their local salaries are provided by the employing governments.

Balance Sheet

Fixed assets, including investments at market value, amounted to £1,167,490. Grants received in advance continue to be a large creditor. Most of the remaining amounts will be drawn down in the first half of the current financial year.

The reserves total of £1,098,052 showed an increase of £195,176 from 1997. This increase was due to an increase of £273,600 in unrealised gains, minus the deficit. The Council remains confident of the Institute's ability to attract funded support for its activities.

Interest earned by the invested part of the reserves is accumulated within the Investment Funds and will not normally be drawn upon for income. The Council aims to maintain the real value of the Institute's investments and will continue to review their management on a regular basis. The market value of all investments was £1,104,389 (£830,788 in 1997) (Note 5).

Auditors

A resolution proposing the reappointment of KPMG as auditors to the Company will be put to the Annual General Meeting.

Statutory Information

- 1 Principal Activities of the Institute – to provide a centre for research in development issues and problems; to conduct studies of its own; to be a forum for the exchange of views and information among those who are directly concerned with overseas development; and to keep the gravity of the problems before the public and responsible authorities.
- 2 The Institute is a company limited by guarantee (Registration No 661818 England. Registered office address: Portland House, Stag Place, London SW1E 5DP). Members' liability is limited to £1 per head. It is also a non-profit-making registered charity (No 228248).
- 3 Council Members serve in an honorary capacity and receive no emoluments. They do not have contracts of service nor do they have a financial interest in the Institute. They constitute the directors of the Company under the Companies Act 1985.
- 4 The following served on the Council for all or part of the year to which the accounts relate:

Earl Cairns (Chairman), Ms Zeinab Badawi, Mr Robin Coope, Lord Desai, Mr John Eccles, Professor Walter Elkan, Professor Michael Faber, Mr Christopher Haviland, Ms Maria Elena Hurtado, Baroness Jay of Paddington, Lord Judd of Portsea, Mr Richard Kershaw, Sir Timothy Lankester, Professor Angela Little, Sir Peter Marshall, Sir Michael McWilliam, Mr Rupert Pennant-Rea, Mr John Pinder, Mr Stanley Please, Sir William Ryrie, Professor Jack Spence, Dr Frances Stewart, Mr Jonathan Taylor, Revd Michael Taylor, Sir John Thomson, Professor John Toye, Sir Douglas Wass, Mr Kaye Whiteman, Professor Peter Williams.

Professor Jack Spence, Professor John Toye and Sir Douglas Wass retired at the Annual General Meeting.

Principal Officers:

Simon Maxwell (Director), Adrian P Hewitt (Deputy Director), and Allen Brown (Company Secretary).

- 5 *Council's responsibilities in respect of the preparation of financial statements*
The members of Council, as trustees, are required by company law to prepare financial statements which give a true and fair view of the state of the company at the end of the financial year and of the deficit for the period to that date. The financial statements must be prepared in compliance with the required formats and disclosures of the Companies Act 1985 and with applicable accounting standards. In addition, the trustees are required:
 - to select suitable accounting policies and then apply them consistently;
 - to make judgements and estimates that are reasonable and prudent;

- to take account of expenses and income relating to the period being reported on, whether or not they have been paid or received in that period;
- to prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees confirm that the financial statements comply with the above requirements. The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and which enable them to ensure that the financial statements comply with the Companies Act 1985. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the company and to prevent and detect fraud and other irregularities.

Other information

No trustee had a material interest during the year in any significant contract with the company.

- 6 No donations were made for political purposes.

On behalf of Council
Earl Cairns, Chairman

25 June 1998

A handwritten signature in cursive script, appearing to read 'Cairns', is written below the printed name of the Chairman.

Report of the Auditors, KPMG, to the Members of the Overseas Development Institute

We have audited the financial statements on pages 5 to 30.

Respective responsibilities of trustees and auditors

As described on page 2, the company's trustees are responsible for the preparation of the financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

Basis of opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practice Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures on the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion, the financial statements give a true and fair view of the state of affairs of the company as at 31 March 1998 and of the deficit of the company for the year then ended and have been properly prepared in accordance with the Companies Act 1985.


KPMG
Chartered Accountants
Registered Auditors
London

25 June 1998

OVERSEAS DEVELOPMENT INSTITUTE
(Company Limited by Guarantee)
Statement of Financial Activities for
the year ended 31 March

	Note	£	£
Income and Expenditure		Total Funds 1998	Total Funds 1997
Incoming Resources			
Grants and project finance		3,942,134	3,525,001
Journal income		81,160	86,259
Donations		8,788	7,885
Investments income		3,719	3,168
Other income		6,395	2,213
Total Incoming Resources		4,042,196	3,624,526
Resources Expended			
Direct charitable expenditure	3	2,340,420	2,087,211
Management and administration of the charity		1,780,200	1,623,638
Total Resources Expended		4,120,620	3,710,849
Net Outgoing Resources before Transfers		(78,424)	(86,323)
Net Outgoing Resources for the Year		(78,424)	(86,323)
Other Recognised Gains and Losses			
Gains on investments: Unrealised	5	273,600	110,317
Net Movement in Funds		195,176	23,994
Balances brought forward at 1 April 1997		902,876	878,882
Balances carried forward at 31 March 1998		1,098,052	902,876

OVERSEAS DEVELOPMENT INSTITUTE
(Company Limited by Guarantee)

Balance Sheet as at 31 March

	Note	1998		1997	
		£	£	£	£
Fixed Assets					
Tangible assets	4		63,101		80,253
Investments	5		<u>1,104,389</u>		<u>830,788</u>
			1,167,490		911,041
Current Assets					
Stocks		16,382		22,497	
Debtors:					
Grants in arrears		499,824		403,257	
Other debtors		13,414		12,071	
Prepayments and accrued income		0		345	
Cash in hand and in bank		<u>112,804</u>		<u>278,091</u>	
		642,424		716,261	
Creditors: amounts falling due within one year					
Grants in advance		342,373		374,290	
Trade creditors		28,066		57,921	
Taxation and social security		43,712		49,036	
Accruals and deferred income		<u>297,711</u>		<u>243,179</u>	
		711,862		724,426	
Net current liabilities			(69,438)		(8,165)
Net assets			<u>1,098,052</u>		<u>902,876</u>
Reserves:					
Unrestricted funds	6		<u>1,098,052</u>		<u>902,876</u>
			<u>1,098,052</u>		<u>902,876</u>

The accounts were approved by the Council at a meeting held on 25 June 1998.

Earl Cairns Chairman
 Simon Maxwell Director
 Allen Brown Secretary

The notes on page 27 to 30 form part of the financial accounts.

Simon Maxwell
Allen Brown

OVERSEAS DEVELOPMENT INSTITUTE
Income and Expenditure Account for Year ended 31 March

	1997/98		1996/97	
	£	£	£	£
INCOME				
Grants and project finance per Schedule		3,942,134		3,525,001
Income from fixed asset and cash investments:				
Income from cash investments:	<u>3,719</u>		<u>3,168</u>	
		3,719		3,168
Other operating income:				
Donations	8,788		7,885	
Deeds of covenants receivable	0		220	
Library revenue	772		930	
Publication revenue	81,160		86,259	
Conference income	3,690		1,063	
Insurance claims and refunds	1,933		-	
		<u>96,343</u>		<u>96,357</u>
		4,042,196		3,624,526

Income and Expenditure Account for the Year ended 31 March (continued)

	Note	1997/98		1996/97	
		£	£	£	£
EXPENDITURE					
Staff Costs	8	1,724,122		1,603,717	
Depreciation	4	70,895		96,016	
Other operating charges:					
Fees and other research expenditure		746,562		596,994	
Rent, rates, services, light and power		261,820		112,366	
Travel		387,606		278,340	
Printing, stationery, postage and telephone		302,912		310,228	
Meetings and conference expenses		9,744		29,410	
Insurances		18,631		17,171	
Repairs and renewals		40,332		25,279	
General office expenses		23,978		18,207	
Staff recruitment		7,980		18,441	
Audit fees		6,583		6,169	
Publication expenses		23,970		6,528	
Fellowship supplementation and reimbursements		495,485		496,983	
			4,120,620		3,615,849
OPERATING SURPLUS/(DEFICIT)			<u>(78,424)</u>		<u>8,677</u>
Transfer to reserves:					
Unrestricted funds			<u>(78,424)</u>		<u>8,677</u>
			<u>(78,424)</u>		<u>8,677</u>

The notes on pages 27 to 30 form part of the financial accounts.

OVERSEAS DEVELOPMENT INSTITUTE
Cash Flow Statement for the year ended 31 March 1998

	1997/98 £	1997/98 £
Net cash outflow from operating activities		(111,544)
Capital Expenditure and Financial investments		
Payments to acquire tangible fixed assets	(53,743)	
Net cash outflow from Capital Expenditure and Financial investments		<u>(53,743)</u>
Decrease in cash		<u>(165,287)</u>

Notes to the Cash Flow Statement

1. Reconciliation of operating profit to net cash outflow from operating activities

	£
Operating Deficit	(78,424)
Depreciation	70,895
Decrease in Stock	6,115
Increase in Debtors	(97,566)
Decrease in Creditors	<u>(12,564)</u>
Net cash outflow from operating activities	<u>(111,544)</u>

2. Reconciliation of net cash flow to movement in net funds

Decrease in cash in the period	(165,287)
Net funds at 1 April 1997	<u>278,091</u>
Net funds at 31 March 1998	<u>112,804</u>

3. Analysis of the changes in net funds

	At 1.4.97 £	Cash flows £	At 31.3.98 £
Cash at Bank and in Hand	278,091	(165,287)	112,804

OVERSEAS DEVELOPMENT INSTITUTE

Income and Expenditure from Staff Activities
for the year ended 31 March 1998

Project No.	Description Sponsor	Grants in advance 01.04.97	Grants in arrears 01.04.97	Receipts in 1997/98	Funds cred. for income & expenditure	Grants in advance 31.03.98	Grants in arrears 31.03.98
PROGRAMME GRANTS							
D01	Relief and Rehabilitation Network - Phase II						
104.A.b.1-3-23	Royal Danish Ministry of Foreign Affairs	48,542.30	—	59,551.76	43,701.54	64,392.52	—
	Department of Foreign Affairs, Dublin	39,082.61	—	43,600.00	33,922.17	48,760.44	—
SG D(96) RRN	European Community Humanitarian Office	—	15,395.88	28,207.59	43,701.54	—	30,889.83
AG163	Department for International Development	12,041.56	—	40,082.32	31,477.33	20,646.55	—
SEKA-1997-0633	Swedish International Development Authority	—	—	—	12,283.82	—	12,283.82
S90	A Programme of EU Tropical Forestry Information, Consolidation, Networking and Dissemination						
B7-5041/95.03/VIH	European Commission	221,631.47	—	251,139.07	512,082.99	—	39,312.45
XAP	All Party Parliamentary Group on Overseas Development Raitt Orr & Associates Limited	—	—	0.00	487.00	—	487.00
XBP	Briefing Paper Series	—	—	100.00	100.00	—	—
	T Miles	—	—	500.00	500.00	—	—
	Concern Worldwide	—	—	25,150.00	25,150.00	—	—
	Department for International Development	—	—	1,000.00	1,000.00	—	—
	B P International	—	—	1,000.00	1,000.00	—	—
	Barclays Bank	—	—	—	—	—	—
XF1	Fellowship Scheme Department for International Development	3,621.61	—	652,840.47	609,864.52	46,597.56	—
XIN	Development Research Insights Department for International Development	—	—	6,004.00	6,004.00	—	—
ESC 9294 589/800/001A							
XRR	Partnerships and Policies for Improved Natural Resources Management	—	22,403.02	319,890.00	320,108.00	—	22,621.02
CNTR 93/1381B	Department for International Development	—	—	—	—	—	—
Carried forward		324,919.55	37,798.90	1,429,065.21	1,641,382.91	180,397.07	105,594.12

Project No.	Description Sponsor	Grants in advance 01.04.97 £	Grants in arrears 01.04.97 £	Receipts in 1997/98 £	Funds cred. for income & expenditure £	Grants in advance 31.03.98 £	Grants in arrears 31.03.98 £
XWP	Working Papers Series						
	<i>AIETI</i>	--	--	0.00	600.00	--	600.00
	<i>DIAL</i>	--	--	947.30	947.30	--	--
	<i>C&SPI</i>	--	--	394.00	394.00	--	--
	<i>GDI</i>	--	--	800.00	800.00	--	--
	<i>Nordic Afrika Institute</i>	--	--	592.50	592.50	--	--
	<i>CDR</i>	--	--	400.00	400.00	--	--
	<i>Department for International Development</i>	--	--	400.00	400.00	--	--
	<i>Institute of Development Studies, Helsinki</i>	--	--	0.00	800.00	--	800.00
	<i>European Centre for Development Policy Management</i>	--	--	0.00	700.00	--	700.00
PROJECT GRANTS							
163	Regional Groups in the World Economy: Implications for Developing Countries <i>Economic and Social Research Council</i>	--	33,530.58	62,307.78	28,777.20	--	--
L120 25 1015							
169	Conditionality and the Improvement of Economic Policies in Developing Countries <i>Department for International Development</i>	--	4,945.89	4,945.89	0.00	--	--
R5962							
174	Advisory Services on EC Humanitarian Assistance <i>European Court of Auditors</i>	--	1,823.13	0.00	0.00	--	1,823.13
ADAR-DIR 81/95							
186	Economic Impact of Natural Disasters in South East Asia and the Pacific <i>Department for International Development</i>	--	7,290.61	7,290.17	(0.44)	--	--
R6294							
188	Food Security: A Review of the Literature <i>Department for International Development</i>	--	7,421.00	7,421.00	0.00	--	--
191	Joint Appointment with ECDPM <i>European Centre for Development Policy Management</i>	--	--	1,589.00	1,589.00	--	--
206	African Economic Research Consortium Board Representation <i>Department for International Development</i>	--	4,238.63	23,478.60	26,192.85	--	6,952.88
CNTR 94 23594	<i>African Economic Research Consortium</i>	--	--	4,318.00	4,318.00	--	--
	<i>Eurasia Foundation</i>	--	--	1,179.67	1,179.67	--	--
241	Seed Security for Small-Scale Farmers <i>Natural Resources Institute</i>	--	798.00	6,792.00	5,994.00	--	--
Carried forward		324,919.55	97,846.74	1,551,921.12	1,715,066.99	180,397.07	116,470.13

Project No.	Description Sponsor	Grants in advance 01.04.97 £	Grants in arrears 01.04.97 £	Receipts in 1997/98 £	Funds cred. for income & expenditure £	Grants in advance 31.03.98 £	Grants in arrears 31.03.98 £
247 TE5360	Economics Training for Environmental Management in China <i>Crown Agents</i>	---	---	6,298.00	6,868.00	---	570.00
304	The Role of External Support for Health Services Rehabilitation in 'Post-Conflict' Cambodia <i>London School of Hygiene and Tropical Medicine</i>	---	4,842.73	1,977.95	0.00	---	2,864.78
311	Comparative Study of the European Union Aid for Poverty Reduction <i>Department for International Development</i>	---	---	42,193.57	51,882.77	---	9,689.20
312 OD126	Responding to the Changing Environment for Trade and Enterprise <i>Institute for Development Studies, University of Sussex</i>	---	---	9,260.00	33,409.35	---	24,149.35
317 VIII/A/2/SD	Evaluation of EU Aid: Preliminary Phase <i>European Commission</i>	---	30,070.59	56,384.97	33,719.03	---	7,404.65
327	Study III of the Multi-Donor Evaluation of Emergency Assistance to Rwanda: Follow-Up <i>Department for International Development</i>	---	1,549.19	1,549.19	0.00	---	---
339 APL/CON/2.4	Evaluation Study: CFTC Assistance to Uganda <i>Commonwealth Secretariat</i>	---	16,720.35	16,190.70	(529.65)	---	---
346 ESG 9397 470/025/003	Collaborative Economic Research in Ghana: Phase III <i>Department for International Development</i>	---	---	20,896.36	24,317.31	---	3,420.95
348 UTV-1995-05	Joint Rwanda Evaluation Follow Up Facilitation (JEFF) Network <i>Swedish International Development Authority</i> <i>Royal Danish Ministry of Foreign Affairs</i>	---	13,189.14	22,205.11	9,015.97	---	---
		2,626.14	---	0.00	2,626.14	---	---
354	Long-Term Food Security Policy: Discussion Seminar <i>Solagral</i>	---	265.00	0.00	0.00	---	265.00
355	Biodiversity in Agroforestry Trees Project <i>International Centre for Research in Agroforestry</i>	---	576.00	8,628.50	11,508.50	---	3,456.00
Carried forward		327,545.69	165,059.74	1,737,505.47	1,887,884.41	180,397.07	168,290.06

Project No.	Description Sponsor	Grants in advance 01.04.97 £	Grants in arrears 01.04.97 £	Receipts in 1997/98 £	Funds cred. for income & expenditure £	Grants in advance 31.03.98 £	Grants in arrears 31.03.98 £
360	Study on the Economic Impact of the Proposed EU-SA Trade Agreement on the SACU with Particular Reference to the BLNS States <i>Imani Development (International) Ltd</i>	—	13,575.71	10,865.37	(2,710.34)	—	—
362	Economics of Tropical Diseases <i>World Health Organization</i>	—	5,881.07	24,411.25	18,530.18	—	—
372	OECD NGO Evaluation Synthesis Study <i>Institute of Development Studies, University of Helsinki</i>	—	34,251.52	48,014.36	13,762.84	—	—
377	UN University-LINK Panel on World Economic Outlook: APEC and World Economy <i>Project LINK Research Centre</i>	—	524.18	675.00	150.82	—	—
379	Policy Advice to Minister of Agriculture: South Africa <i>Department of International Development</i>	—	—	327,326.39	309,157.70	18,168.69	—
380	Environmental Evaluation Synthesis Study <i>Department for International Development</i>	—	11,135.00	23,596.00	12,783.00	—	322.00
382	How Can Financial Interactions Work for the Poor? Worldwide Evidence and Some Lessons for Sub-Saharan Africa <i>Department for International Development</i>	—	—	46,944.00	42,737.00	4,207.00	—
383	Southern Africa Customs Union (SACU), Trade Policy Reviews <i>Department for International Development</i>	—	6,068.57	101,127.02	98,903.58	—	3,845.13
386	SADC Finance and Investment Sector Project <i>Price Waterhouse</i>	—	—	22,947.24	44,055.02	—	21,107.78
388	Uganda In-Country Training Programme 1997 <i>The British Council</i>	—	4,340.00	4,340.00	0.00	—	—
391	DAC Guidance Notes on Support to the Water Sector <i>Department for International Development</i>	—	3,045.00	6,700.00	3,655.00	—	—
392	Preparation of Guidelines in the Water Resources Sector <i>HR Wallingford Ltd</i>	—	2,719.67	16,711.03	13,991.36	—	—
Carried forward		327,545.69	246,600.46	2,371,163.13	2,442,900.57	202,772.76	193,564.97

Project No.	Description Sponsor	Grants in advance 01.04.97 £	Grants in arrears 01.04.97 £	Receipts in 1997/98 £	Funds cred. for income & expenditure £	Grants in advance 31.03.98 £	Grants in arrears 31.03.98 £
395	Joint Appointment with ECDPM <i>European Centre for Development Policy Management</i>	--	--	10,872.92	15,202.66	--	4,329.74
396 B7-6100 PC/8/97	UK Consultation Conference on Future of UE-ACP Relations <i>European Commission</i>	--	--	7,765.40	9,708.63	--	1,943.23
397 RP/D04/09/97	Poverty, Income Distribution and Labour Market Issues in Sub-Saharan Africa <i>African Economic Research Consortium</i>	--	1,851.85	5,245.46	3,393.61	--	--
399	Symposium on a New Phase of Development Cooperation with Sub-Saharan Africa <i>Foundation for Advanced Studies on International Development</i>	--	586.24	586.24	0.00	--	--
400	World Bank Discussion Meeting <i>The World Bank</i>	--	--	1,000.00	1,000.00	--	--
401	Brazil and United Kingdom in the Global Economy Conference <i>International Relations Research Institute</i>	--	--	602.37	602.37	--	--
402	Ethiopia Study Day <i>Department for International Development</i>	--	--	3,568.00	3,568.00	--	--
403	Future British Food Aid Policy <i>Department for International Development</i>	--	--	41,415.27	41,415.27	--	--
404	Feasibility Study of Montserrat Placement <i>Department for International Development</i>	--	--	8,371.33	8,371.33	--	--
405 CNTR 97 3421	Offshore Borrowing Requirement - BVI <i>Department for International Development</i>	--	--	13,285.11	13,285.11	--	--
406	ODI Conference on Economic Prospects for Developing Countries <i>Department for International Development</i>	--	--	9,900.00	9,900.00	--	--
407	CIDA's Food Aid Performance Review Meeting <i>Canadian International Development Agency</i>	--	--	2,470.20	2,470.20	--	--
411	Guided Reading on Trade <i>Department for International Development</i>	--	--	272.00	272.00	--	--
Carried forward		327,545.69	249,038.55	2,476,517.43	2,552,089.75	202,772.76	199,837.94

Project No.	Description Sponsor	Grants in advance 01.04.97 £	Grants in arrears 01.04.97 £	Receipts in 1997/98 £	Funds cred. for income & expenditure £	Grants in advance 31.03.98 £	Grants in arrears 31.03.98 £
412	Visiting Research Fellow: Hilde Selbervik <i>Chr. Michelsen Institute</i>	--	--	2,388.66	2,388.66	--	--
413	Presentation at the SDC-Swiss NGOs Workshop <i>Swiss Agency for Development and Cooperation</i>	--	--	1,475.48	1,475.48	--	--
414	Monitoring & Evaluation for Ethiopia Rehabilitation Strategy <i>Department for International Development</i>	--	--	0.00	13,694.50	--	13,694.50
415	DAC/Development Centre Seminar on Key Elements of Poverty Reduction Strategies <i>Organisation for Economic Cooperation and Development</i>	--	--	5,600.00	5,600.00	--	--
416	Minorities Development and Globalisation <i>Minority Rights Group</i>	--	--	3,000.00	6,211.22	--	3,211.22
417	Foreign Direct Investment in Developing Countries: Lessons from IFC's Experience - Lunchtime Meeting <i>International Finance Corporation</i>	--	--	1,382.85	1,382.85	--	--
418	Seminar on NGOs <i>Swedish International Development Authority</i>	--	--	2,067.13	2,467.13	--	400.00
419	Rehabilitation in the Greater Horn/CARE Project <i>Institute of Development Studies, University of Sussex</i>	--	--	6,781.97	6,781.97	--	--
420	Evaluation of Balance of Payments (Adjustment) Support <i>Swedish International Development Authority</i>	--	--	0.00	232.00	--	232.00
421	NGO Meeting - Bergen <i>Centre for Development Studies, University of Bergen</i>	--	--	0.00	1,820.02	--	1,820.02
422	Jobs for Africa: A Policy Framework for an Employment-Intensive Growth Strategy: Lunchtime Meeting <i>International Labour Office</i>	--	--	830.00	830.00	--	--
423	Aid and Poverty Reduction: Dissemination of Research and Supplementary Research <i>Department for International Development</i> <i>Royal Danish Ministry of Foreign Affairs</i>	--	--	0.00	19,648.00	--	19,648.00
R7092		--	--	0.00	5,000.00	--	5,000.00
Carried forward		327,545.69	249,038.55	2,500,043.52	2,619,621.58	202,772.76	243,843.68

Project No.	Description Sponsor	Grants in advance 01.04.97 £	Grants in arrears 01.04.97 £	Receipts in 1997/98 £	Funds cred. for income & expenditure £	Grants in advance 31.03.98 £	Grants in arrears 31.03.98 £
		327,545.69	249,038.55	2,500,043.52	2,619,621.58	202,772.76	243,843.68
425	Potential for Rehabilitation Assistance in Southern Sudan and Outline Options for DFID Assistance <i>Department for International Development</i>	--	--	13,418.50	13,932.19	--	513.69
426	Specialist Adviser to the International Development Committee <i>International Development Committee</i>	--	--	951.40	1,120.60	--	169.20
427	Participation in Development Workshop <i>Institute of Development Studies, University of Sussex</i>	--	--	618.00	618.00	--	--
428	UK EU Presidency Project <i>One World Action</i>	--	--	0.00	200.00	--	200.00
431	Country Study of How Financial Interactions Work for the Poor in Bolivia <i>Bank of England</i>	--	--	2,500.15	2,500.15	--	--
432	Advisory Role with the Royal Ministry of Foreign Affairs, Norway <i>Royal Ministry of Foreign Affairs, Norway</i>	--	--	0.00	130.25	--	130.25
434	African Scenarios for Group Planning <i>Shell South Africa (Pty) Limited</i>	--	--	0.00	1,145.30	--	1,145.30
437	Generalised System of Preferences: Mid Term Review <i>Department for International Development</i>	--	--	0.00	14,160.00	--	14,160.00
438	Future Perspectives on European Development Cooperation from a British Perspective <i>Friedrich Ebert Stiftung</i>	--	--	562.91	562.91	--	--
439	The Study on Activities of DFID Experts for Technical Cooperation in Sub-Saharan Africa <i>Japan International Cooperation Agency</i>	--	--	0.00	12,240.00	--	12,240.00
441	Trade and Development Report 1998 <i>United Nations Conference on Trade and Development</i>	--	--	0.00	6,000.00	--	6,000.00
442	Database of Development Projects Funded by UK-NGOs <i>Japan International Cooperation Agency</i>	--	--	0.00	9,000.00	--	9,000.00
	Carried forward	327,545.69	249,038.55	2,518,094.48	2,681,230.98	202,772.76	287,402.12

Project No.	Description Sponsor	Grants in advance 01.04.97 £	Grants in arrears 01.04.97 £	Receipts in 1997/98 £	Funds cred. for income & expenditure £	Grants in advance 31.03.98 £	Grants in arrears 31.03.98 £
443	Human Development Week <i>The World Bank</i>	--	--	0.00	3,802.55	--	3,802.55
B01	An Analysis of Namibia's Present and Future Requirements for Seeds and Options for Supplying those Needs <i>Centre for Arid Zone Studies, University of Wales</i>	--	33,027.00	33,027.00	0.00	--	--
B03	Enhancing Research Impact Through Improved Seed Supply Workshop <i>ICRISAT</i>	--	814.30	803.30	(11.00)	--	--
B04	Linking Seed Producers and Consumers: Diagnosing Constraints in Institutional Performance <i>ICRISAT</i>	--	--	36,823.00	36,823.00	--	--
R6720(H)							
B05	Adoption of Improved Maize Germplasm in Ghana <i>CIMMYT</i>	--	--	5,121.15	9,212.15	--	4,091.00
B06	The Exchange of Information Between Seed Enterprises and Farmers: Pearl Millet Seed in Rajasthan <i>Centre for Arid Zones Studies, University of Wales</i>	--	--	0.00	15,594.85	--	15,594.85
R7011							
B07	The Organisation of Small-Scale Seed Provision: The Case of Potatoes in Bolivia <i>Centre for Arid Zones Studies, University of Wales</i>	--	--	6,877.00	15,980.00	--	9,103.00
R7012							
B08	Farmers Seed Book <i>C-PRO-DLO</i>	--	--	0.00	2,933.00	--	2,933.00
B09	Enhancing Conservation and Sustainable Use of Plant Genetic Resources for Food and Agriculture In Situ <i>Intermediate Technology Development Group</i>	--	--	3,055.00	9,000.00	--	5,945.00
R6998							
B10	Workshop on 'In Situ Conservation' <i>International Plant Genetic Resources Institute</i>	--	--	351.30	351.30	--	--
B12	IPGRI In Situ Volume: Genes in the Field <i>University of California at Davis</i>	--	--	588.62	588.62	--	--
B02	The Political Economy of Humanitarian Emergencies <i>World Institute for Development Economics Research</i>	--	1,840.49	1,824.56	(15.93)	--	--
W/96/091							
	Carried forward	327,545.69	284,720.34	2,606,565.41	2,775,489.52	202,772.76	328,871.52

Project No.	Description Sponsor	Grants in advance 01.04.97 £	Grants in arrears 01.04.97 £	Receipts in 1997/98 £	Funds cred. for income & expenditure £	Grants in advance 31.03.98 £	Grants in arrears 31.03.98 £
D03	Trends in the International Relief System <i>International Federation of the Red Cross and Red Crescent Societies</i>	--	3,067.48	3,050.60	(16.88)	--	--
D05	Psycho-Social Short Course <i>Refugee Studies Programme</i>	--	69.10	0.00	0.00	--	69.10
D06 CNTR 97 2185A	Synthesis Study of Emergency Aid Evaluations <i>Department for International Development</i>	--	--	13,010.00	13,010.00	--	--
D07 00-618-102 9697/ELF/13604	Accountability and Performance in Emergency Assistance Network <i>Department for International Development</i> <i>Department of Foreign Affairs, Dublin</i> <i>Swedish International Development Authority</i> <i>Medecins Sans Frontieres, The Netherlands</i> <i>Swiss Agency for Development and Cooperation</i> <i>International Federation of the Red Cross and Red Crescent Societies</i>	46,745.00	--	--	46,745.00	--	--
		--	--	26,805.00	18,191.74	8,613.26	--
		--	--	19,460.62	12,925.71	6,534.91	--
		--	--	3,064.69	1,914.92	1,149.77	--
		--	--	19,994.00	13,404.44	6,589.56	--
		--	--	2,062.89	1,436.19	626.70	--
D09 AG128 104.S.6/eval	Identifying Best Practices in the Monitoring Reporting and Evaluation of Humanitarian Assistance Programmes <i>Department for International Development</i> <i>Royal Danish Ministry of Foreign Affairs</i> <i>Ministry of Foreign Affairs, The Netherlands</i> <i>Ministry of Foreign Affairs, Finland</i>	--	--	15,625.00	12,469.00	3,156.00	--
		--	--	15,619.00	12,469.00	3,150.00	--
		--	--	14,777.19	12,469.00	2,308.19	--
		--	--	15,642.55	12,469.00	3,173.55	--
D11 104.A.1.e/14	Review of DAC Task Force Document <i>Royal Danish Ministry of Foreign Affairs</i>	--	1,089.00	1,083.00	(6.00)	--	--
D12	Lecture on Humanitarian Assistance in Disintegrating States <i>Ruhr-Universitat Bochum</i>	--	--	620.11	620.11	--	--
D13	Seminar of NGO/State Relations <i>Refugee Studies Programme</i>	--	--	51.00	51.00	--	--
D15	Evaluation of International Alert <i>Chr. Michelsen Institute</i>	--	--	11,348.70	11,348.70	--	--
D16	Expert Group Meeting with ECHO <i>European Community Humanitarian Office</i>	--	--	225.91	225.91	--	--
Carried forward		374,290.69	288,945.92	2,769,005.67	2,945,216.36	238,074.70	328,940.62

Project No.	Description Sponsor	Grants in advance 01.04.97 £	Grants in arrears 01.04.97 £	Receipts in 1997/98 £	Funds cred. for income & expenditure £	Grants in advance 31.03.98 £	Grants in arrears 31.03.98 £
D17	Conference on Upholding Humanitarian Standards: The Role of the International Community <i>Webster University</i>	--	--	643.75	643.75	--	--
D18	World Disasters Forum <i>British Red Cross</i>	--	--	864.00	864.00	--	--
D19	Global IDP Survey <i>Global IDP Survey</i>	--	--	594.00	594.00	--	--
D20	UNICEF in Transitional Situations: A Review of Current Strategies <i>Brown University</i>	--	--	24,244.91	33,281.05	--	9,036.14
D21	Policy and Practice in Risk Reduction: Humanitarian Assistance Course <i>Ruhr-Universität Bochum</i>	--	--	758.38	758.38	--	--
D22	Concern Worldwide: Corporate Strategy Meeting <i>Concern Worldwide</i>	--	--	1,081.52	1,081.52	--	--
D23	Issues of Humanitarian Assistance in a Chronic Instable Environment <i>Medecins Sans Frontieres</i>	--	--	108.80	108.80	--	--
D24	Post-War Recovery Studies <i>Post-War Reconstruction & Development Unit</i>	--	--	333.10	433.10	--	100.00
D25 <i>MAM/cp</i>	Workshop on International Humanitarian Law <i>British Red Cross</i>	--	--	1,180.00	1,180.00	--	--
D26	Principled Aid in an Unprincipled World: Relief War and Humanitarian Principles - Conference <i>European Community Humanitarian Office</i>	--	--	25,324.18	59,029.87	--	33,705.69
D27	Advisory Role on Formulation of WHO Policy and Designing Case Studies on Post-Conflict Health Interventions <i>GLUGLO/EHA/014/VN/96.U World Health Organization</i>	--	--	5,930.89	7,530.00	--	1,599.11
D28 <i>CNTR 97 4238</i>	Humanitarian Principles Comparative Study <i>Department for International Development</i>	--	--	11,062.10	11,062.10	--	--
Carried forward		374,290.69	288,945.92	2,841,131.30	3,061,782.93	238,074.70	373,381.56

Project No.	Description Sponsor	Grants in advance 01.04.97 £	Grants in arrears 01.04.97 £	Receipts in 1997/98 £	Funds cred. for income & expenditure £	Grants in advance 31.03.98 £	Grants in arrears 31.03.98 £
D31 <i>HQ/98/067671</i>	Future Strategies in Nutrition <i>United Nations Administrative Committee on Coordination</i>	--	--	919.35	919.35	--	--
D32	Draft Paper on Humanitarian Principles <i>Disasters Emergency Committee</i>	--	--	0.00	418.50	--	418.50
D33 <i>AOT-5340-A-00-5220-00</i>	OFDA Cooperative Agreement on Training for PVOs in Complex Humanitarian Emergencies <i>InterAction</i>	--	--	4,382.82	4,819.01	--	436.19
D34	Management of Evaluations of Responses to Complex Emergencies: Seminar <i>National Centre for Development Studies, Australian National University</i>	--	--	0.00	1,856.00	--	1,856.00
D35	NUPI Workshop <i>NUPI</i>	--	--	0.00	1,340.00	--	1,340.00
F08 <i>PN95.3578.2-00560</i>	ODI Fellowship Uganda - J Soares <i>GTZ</i>	--	7,422.61	18,227.20	10,804.59	--	--
F09	ODI Fellowship Montserrat - J Wilkes <i>Department for International Development</i>	--	--	24,921.00	14,537.25	10,383.75	--
F11 <i>CNTR 97 4283A</i>	ODI Fellowship Extension Namibia - <i>Department for International Development</i>	--	--	6,900.00	11,500.00	--	4,600.00
I55 <i>R5635CA</i>	Towards a New Planning and Management Framework for Water Development in Upland Environments <i>Department for International Development</i>	--	5,599.96	9,840.00	4,240.04	--	--
P66 <i>X0310</i>	Privatisation of Rangeland Resources in Namibia <i>Natural Resources Institute</i>	--	15,486.73	15,486.73	0.00	--	--
P69	Extensive Livestock Development in Central Asia <i>Department for International Development</i>	--	--	509.84	509.84	--	--
P70	Impacts of Privatisation on Range and Livestock Management in Semi-Arid Central Asia <i>Department for International Development</i>	--	--	58,365.63	54,412.63	3,953.00	--
Carried forward		374,290.69	317,455.22	2,980,683.87	3,167,140.14	252,411.45	382,032.25

Project No.	Description Sponsor	Grants in advance 01.04.97 £	Grants in arrears 01.04.97 £	Receipts in 1997/98 £	Funds cred. for income & expenditure £	Grants in advance 31.03.98 £	Grants in arrears 31.03.98 £
R02 R5951CA	Research and Farmers' Organisations: Prospects for Partnership? <i>Department for International Development</i>	—	—	18,346.60	11,584.20	6,762.40	—
R07	ICRAF Programme Advisory Committee <i>International Centre for Research in Agroforestry</i>	—	—	0.00	1,684.00	—	1,684.00
R09 C96104	Review of Research into Rainfed Farming in India <i>International Food Policy Research Institute</i>	—	4,943.57	7,802.93	6,782.36	—	3,923.00
R15 CNTR 96 1671A	Research and Farmer Organisations: West and Central Africa: CORAF <i>Department for International Development</i>	—	12,420.29	28,570.49	16,150.20	—	—
R19	Coordination of Cooperation in the Fields of Science and Technology in Developing Countries (EC) <i>ORSTOM</i>	—	12,352.66	3,531.91	(737.75)	—	8,083.00
R20 A0549	Crop Post-Harvest Programme - Southern Africa <i>Natural Resources Institute</i>	—	12,157.63	23,974.26	11,816.63	—	—
R21 A0566	Zimbabwe Grain Stores <i>Natural Resources Institute</i>	—	—	8,074.62	8,074.62	—	—
R22	Participatory Crop Improvement in High Potential Production Systems in India and Nepal <i>Centre for Arid Zone Studies, University of Wales</i>	—	5,834.17	11,532.17	5,698.00	—	—
R25 R6785CA	Guidelines for Investment in Sustainable Renewable Natural Resources Management <i>Department for International Development</i>	—	—	46,223.03	46,223.03	—	—
R26 104. Uganda.1	Pre-Appraisal of Components of the Agricultural Sector Programme <i>Royal Danish Ministry of Foreign Affairs</i>	—	9,478.44	8,629.11	(849.33)	—	—
R27	Documentation of Collaboration Between NGOs and Government Agricultural Research and Extension Services in Rajasthan, India <i>The Ford Foundation</i>	—	—	5,130.00	5,130.00	—	—
R28	Community Forestry in Nepal: Sustainability and Impacts on Common and Private Property Resource Management <i>Environment Centre, University of Leeds</i>	—	3,597.50	16,675.55	13,078.05	—	—
Carried forward		374,290.69	378,239.48	3,159,174.54	3,291,774.15	259,173.85	395,722.25

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R29	Contribution to World Bank Publication on Agricultural Research <i>The World Bank</i>	--	1,227.00	0.00	0.00	--	1,227.00
R31 <i>Natur-1997 0054</i>	Rajasthan Initiative on Sustainable Agricultural Development <i>Swedish International Development Authority</i>	--	--	191,235.16	135,940.00	55,295.16	--
R33	Training of Visiting Indian Foresters in EIA <i>The Environment & Development Group</i>	--	524.00	524.00	0.00	--	--
R34	Technology Development and Transfer Training Course <i>Landbrugets Center for Efteruddannelse</i>	--	--	207.35	207.35	--	--
R35	ODA Natural Resources Advisers Conference <i>Natural Resources Institute</i>	--	--	912.60	912.60	--	--
R36	Capacity Building for Environmental Management <i>The Environment & Development Group</i>	--	--	5,168.00	5,168.00	--	--
R38	White Paper on Development <i>Department for International Development</i>	--	--	3,038.00	3,038.00	--	--
R39	Review of the Impact of the Phuong Dong Land Reclamation Project and AAV Irrigation Projects in Son La <i>ActionAid</i>	--	--	2,175.00	4,833.90	--	2,658.90
R41	Plant Sciences PAC Membership <i>Centre for Arid Zone Studies, University of Wales</i>	--	--	1,908.00	2,161.20	--	253.20
R43	Evaluating the Extent of Public Participation in Private Financed Projects <i>Environmental Resources Management</i>	--	--	22,904.00	22,904.00	--	--
R44	Training and Utilisation Strategy for the Management of Conflict in Community Resource Development <i>United Kingdom Foundation for the South Pacific</i>	--	--	15,520.00	17,402.00	--	1,882.00
R45	Review of External Programme Course Agricultural Extension Systems <i>Wye College</i>	--	--	350.00	350.00	--	--
Carried forward		374,290.69	379,990.48	3,403,116.65	3,484,691.20	314,469.01	401,743.35

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		374,290.69	379,990.48	3,403,116.65	3,484,691.20	314,469.01	401,743.35
R46	Natural Resources Research Productivity and Poverty Department for International Development	--	--	1,526.00	1,526.00	--	--
R47 CNTR 97 3851A	Agricultural Research Funding: Uganda, Kenya and Tanzania Department for International Development	--	--	10,242.00	10,242.00	--	--
R49 3.201	Study on Pearl Millet Overview Centre for Arid Zone Studies, University of Wales	--	--	11,254.83	11,254.83	--	--
R52 ZS0022/996	Partnerships and Policies of Improved RNR Management in Ghana Natural Resources Institute	--	--	0.00	1,700.00	--	1,700.00
R53 CNTR 97 3988A	Department for Rural Development Watershed Impact Evaluation - India Department for International Development	--	--	70,530.25	70,530.25	--	--
R55	Study Ideas for CARE Bangladesh The British Council	--	--	5,845.00	5,845.00	--	--
R57	Livestock and Drought - Coping with Variability Food and Agriculture Organization	--	--	10,606.06	10,606.06	--	--
R58	National Workshop: Managing Microwatershed Development in India: Challenges for the 21st Century Swiss Agency for Development and Cooperation Swedish International Development Authority Royal Danish Ministry of Foreign Affairs	--	--	21,215.42 23,302.27 2,424.24	9,519.00 9,519.00 0.00	11,696.42 13,783.27 2,424.24	-- -- --
R59 CNTR 97 4300 A	Anglo-French Study on Extension Systems in Africa Department for International Development ADEPRINA	--	--	2,548.00 3,528.07	6,253.34 9,325.66	-- --	3,705.34 5,797.59
R60	Developing a Framework to Assess the Poverty Impact of NR Research Department for International Development	--	--	22,705.00	22,705.00	--	--
R61 R7066 CA	Competed Funds for Agricultural Technology Development: Modalities Department for International Development	--	--	23,783.33	23,783.33	--	--
R62 CNTR 98 4517A	Professional Facilitator for Sustainable Rural Livelihoods Strategy: Global Department for International Development	--	--	6,433.61	9,749.86	--	3,316.25
	Carried forward	374,290.69	379,990.48	3,619,060.73	3,687,250.53	342,372.94	416,262.53

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R63 CNTR 97 4230	RNR Strategy: Institutional Strengthening of NARO - Uganda <i>Department for International Development</i>	---	---	3,997.79	3,997.79	---	---
R64	Review of the Current Status and Future Prospects for Sustainable Co-existence of Livestock and Wildlife in Semi-Arid Rangelands of Eastern and Southern Africa <i>Centre for Tropical Veterinary Medicine, University of Edinburgh</i>	---	---	---	2,381.25	---	2,381.25
R65 CNTR 93 17304	OD/INGO GIA Network - Chile <i>Department for International Development</i>	---	12,711.69	12,202.98	11,255.29	---	11,764.00
R67	Farmers' Organizations Empowerment and Partnership with Agricultural Services Institutions <i>The World Bank</i>	---	---	0.00	370.37	---	370.37
R68 96/366/UGA/26	Uganda In-Country Training Programme - Rapid Rural Appraisal Methods <i>The British Council</i>	---	---	4,612.50	6,202.35	---	1,589.85
R69 CNTR 98 4682	Team Leader - Evaluation of the Agricultural Support Services Project: Bangladesh <i>Department for International Development</i>	---	---	0.00	17,943.00	---	17,943.00
R70	Lectures on Environmental Analysis in Developing Countries <i>Centre for Environmental Technology, Imperial College</i>	---	---	0.00	450.00	---	450.00
R76	Collaborative Research on Fodder with Institute for Grassland and Environmental Research (Aberystwyth) and Indian Grassland and Fodder Research Institute <i>Institute of Grassland and Environmental Research</i>	---	6,464.79	25,150.19	18,685.40	---	---
R91	Farmer-Led Extension Books <i>International Institute of Rural Reconstruction</i>	---	---	3,632.07	3,632.07	---	---
R92 CNTR 95 46464	Natural Resources Systems Programme: Member of Advisory Committee <i>Department for International Development</i>	---	---	6,823.00	6,823.00	---	---
S01	Conservation of Tree Species Diversity in Mexico and Central America <i>Forestry Research Programme, Natural Resources Institute</i>	---	---	42,544.91	42,544.91	---	---
Carried forward		374,290.69	399,166.96	3,718,024.17	3,801,535.96	342,372.94	450,761.00

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		374,290.69	399,166.96	3,718,024.17	3,801,535.96	342,372.94	450,761.00
S04	Lectures on Forestry <i>Oxford Forestry Institute, University of Oxford School of Oriental and African Studies Agricultural Extension and Rural Development Department, University of Reading</i>	---	---	686.00 70.00 170.20	686.00 70.00 170.20	---	---
S09	Inventories for Sustainable Management of Non-timber Forest Products <i>Natural Resources Institute</i>	---	---	0.00	100.49	---	100.49
S10	The Economic Analysis of Stakeholder Participation in Participatory Forestry Management (PFM) <i>Forestry Research Programme, Natural Resources Institute</i>	---	---	44,531.30	44,531.30	---	---
S12	Evaluation of the Forestry Component of EU Programmes in Developing Countries - Phase I and II <i>ECO-Consult</i>	---	---	14,729.71	14,729.71	---	---
S15	Chairman of CIFOR <i>CIFOR</i>	---	---	0.00	18,044.10	---	18,044.10
S16	Rapid Biodiversity Assessment Project Workshop <i>Institute of Terrestrial Ecology</i>	---	---	43.00	43.00	---	---
S17	Social and Community Development OPR of Mount Cameroon Project <i>Department for International Development</i>	---	---	11,403.00	11,403.00	---	---
S19	Parklands Agroforestry System <i>Food and Agriculture Organization</i>	---	---	0.00	450.00	---	450.00
S20	Plantations Equity and Effectiveness: Appropriate Models for the Future: A Comparison of Outgrower Schemes and Contract Reforestation Schemes <i>Department for International Development</i>	---	---	19,755.00	19,755.00	---	---
S21	Zakouma Evaluation <i>The Environment & Development Group</i>	---	---	1,424.50	14,921.00	---	13,496.50
S22	Thematic Evaluation on Environment and Development in Finnish Development Cooperation <i>Ministry of Foreign Affairs, Finland</i>	---	---	0.00	6,454.03	---	6,454.03
Carried forward		374,290.69	399,166.96	3,810,836.88	3,932,893.79	342,372.94	489,306.12

Project No.	Description Sponsor	Grants in advance 01.04.97 £	Grants in arrears 01.04.97 £	Receipts in 1997/98	Funds cred. for income & expenditure £	Grants in advance 31.03.98 £	Grants in arrears 31.03.98 £
		374,290.69	399,166.96	3,810,836.88	3,932,893.79	342,372.94	489,306.12
S24 CNTR 98 4704A	Community Forestry Project: Review/Design Department for International Development	—	—	0.00	9,240.00	—	9,240.00
S98	Meeting of the Scientific Council Centre National de la Recherche Scientifique	—	155.00	—	0.00	—	155.00
S99	CIFOR Board of Trustees Meeting Centre for International Forestry Research	—	3,934.50	2,811.80	0.00	—	1,122.70
		374,290.69	403,256.46	3,813,648.68	3,942,133.79	342,372.94	499,823.82

OVERSEAS DEVELOPMENT INSTITUTE NOTES TO THE ACCOUNTS

The Overseas Development Institute (ODI) is a company limited by guarantee. The memorandum of association restricts the liability of members on winding up to £1. In the case of a winding up none of the reserves are distributable to the members but shall be given or transferred to some other charitable institution having similar objectives to ODI.

Accounting policies

- (a) The accounts have been prepared under the historical cost convention, and in accordance with the Statement of Recommended Practice No 2 'Accounting for Charities' and applicable accounting standards. A cash flow statement has been prepared in accordance with the requirements of Financial Reporting Standard No 1. (Revised)
- (b) Income and expenditure are dealt with on an accruals basis, save that income from investments is accounted for when received. Where accumulation units are held, income is received in the form of additional units. The value of such income is not included as income in the accounts, but is reflected in the market value of investments given in Note 5.
- (c) Certain expenditure is charged directly to specific grants as shown in the attached schedule.
- (d) Transactions denominated in foreign currencies are recorded at the rates of exchange applicable at the dates of transactions. Assets and liabilities denominated in foreign currencies are translated into sterling at the rate of exchange at the balance sheet date and any resultant gain or loss is taken to the income and expenditure account, under the heading 'General Office Expenses'.
- (e) Fixed assets are depreciated at the following rates:
 Fixtures and fittings – on a straight line basis at 10% per annum;
 Equipment – on a straight line basis at 33.3% per annum;
 Library – all additions are written off in the year of acquisition;
 Improvements to premises – written off as incurred.
- (f) Stock of publications is valued at the lower of cost and net realisable value.
- (g) Following the Statement of Recommended Practice for charity accounting investments are valued at market value. The resulting unrealised gain on these investments is being credited to reserves.

Direct Charitable Expenditure

	1997/98	1996/97
	£	£
Research staff costs	1,088,629	963,824
Fees and research expenditure	746,562	596,994
Meetings and conference expenses	9,744	29,410
Fellowship scheme expenditure	<u>495,485</u>	<u>496,983</u>
	2,340,420	2,087,211

NOTES TO THE ACCOUNTS (Continued)

Tangible Fixed Assets

	Improvements to Premises	Furniture, Fixtures & Fittings	Equipment	Library	Total
Cost:	£	£	£	£	£
Balance at 1 April 1997	134,690	33,866	412,180	150,626	731,362
Additions in 1997/98	4,049	361	35,816	13,517	53,743
Disposals	(134,690)	-	-	-	(134,690)
Balance at 31 March 1998	4,049	34,227	447,996	164,143	650,415
Depreciation:					
Balance at 1 April 1997	134,690	29,116	336,677	150,626	651,109
Charge for 1997/98	4,049	1,266	52,063	13,517	70,895
Disposals	(134,690)	-	-	-	(134,690)
Balance at 31 March 1998	4,049	30,382	388,740	164,143	587,314
Net Book Value:					
At 31 March 1998	-	3,845	59,256	-	63,101
At 31 March 1997	-	4,750	75,503	-	80,253

The company negotiated a 5 year underlease from Booker Plc for premises at Portland House at Victoria, for a period from 14 October 1996 to 21 December 2001. The annual rental fixed for the duration of the underlease is £162,330 (exclusive of VAT and service charge).

5 Investments

1997/98

£

Fixed Asset Investments

Unlisted:

Cost at 1 April 1997	455,163
Net unrealised investment gains	649,226
Market value at 31 March 1998	<u>1,104,389</u>
Market value at 1 April 1997	<u>830,788</u>

The Institute holds an investment portfolio above which, taken as a whole, is viewed as medium- to long-term assets that provide income and security. The unlisted investments are authorised unit trusts and are held in Charinco Accumulation Units and Charishare Accumulation Units.

NOTES TO THE ACCOUNTS (Continued)**6 Reserves**

	Unrestricted £
Balance at 1 April 1997	902,876
Deficit of income over expenditure	(78,424)
Unrealised investment gains	273,600
Balance at 31 March 1998	<u>1,098,052</u>

7 Remuneration of Executive Directors

	1997/98 £	1996/97 £
Directors' emoluments (excluding pension contributions)	93,260	101,748

	1997/87	1996/97
Retirement benefits are accruing to the following number of directors:		
Defined benefit schemes:	3	2

8 Staff Numbers and Costs

The average number of persons employed by the company during the 1997/98 year was 58 (1996/97: 56).
The payroll costs of these persons were as follows:

	1997/98 £	1996/97 £
Wages and Salaries	1,448,166	1,344,586
Social security costs	111,721	111,079
Pension costs	163,089	146,861
Other	1,146	1,191
	<u>1,724,122</u>	<u>1,603,717</u>

Number of employees earning £40,000 or more: 5.

NOTES TO THE ACCOUNTS (Continued)

Pension Arrangements

The Company participates in the Universities Superannuation Scheme, a pension scheme which provides benefits based on final pensionable salary for employees of all UK universities and some other employers. The assets of the Scheme are held in a separate trustee-administered fund.

The pension cost is assessed using the projected unit method. The latest actuarial valuation of the Scheme was on 31 March 1996. The assumptions which have the most significant effect on the results of the valuation are those relating to the rate of return on investment and the rates of increase in salary and pensions. It was assumed that the investment return would be 8.5% per annum, that salary scale increases would be 6.5% per annum and that pensions would increase by 5% per annum.

At the date of the latest actuarial valuation, which was carried out using the aggregate method, the market value of the assets of the Scheme was £12,086.7 million and the actuarial value of the assets was sufficient to cover 108% of the benefits which had accrued to members after allowing for expected future increases in earnings. The level of contributions paid by the employing Institutions was 14% in 1997/98.

The Company also participates in the Superannuation Arrangements of the University of London, a pension scheme which provides benefits based on final salary for non-academic employees of the University of London and a number of other Academic Institutions. The assets of the Scheme are held in a separate trustee-administered fund. The pension cost charged to the profit and loss account is calculated by the actuary so as to spread out the cost of pensions over the employees' working lives with the institution. The pension costs are based on the most recent actuarial valuation which was completed with an effective date of 31 March 1996. The most significant assumptions for their effect on the pension costs are those relating to the rate of return on investments of the Scheme and the rate of increase in salaries and pensions. The rate of earnings increase used was 6.5% per annum and pensions were assumed to increase by 5.5% per annum in payment. The Scheme is funded using the same assumptions and actuarial method as described above for the expensing of the Scheme. The actuarial valuation at 31 March 1996 showed that the market value of the scheme's assets was £487.3 million and the actuarial value of those assets represented 131% of the liability for benefits under the valuation method, for service to the valuation date and based on salaries projected to retirement or earlier exit.